

COUNTY OF YORK, VIRGINIA

REQUEST FOR PROPOSALS

RFP

Issue Date: August 19, 2003

RFP No. 1343

Title: Foodservice Operations and Management Services

Classification Code: 95844

Issuing Agency: County of York, Virginia
Central Purchasing
120 Alexander Hamilton Boulevard
P. O. Box 532
Yorktown, Virginia 23690

Using Agency and/or Location: County School Board of York County, Virginia
School Board Office - 302 Dare Road
Yorktown, Virginia 23692 and/or
City of Poquoson School Division
School Board Office -
Poquoson, Virginia
County of York, Virginia – Head Start
Williamsburg, Virginia 23185

Sealed Proposals Will Be Received Until 10:00 a.m., Friday, October 3, 2003, At Which Time They Shall Be Opened. NOTE: One (1) original and ten (10) copies of your proposal are required.

Note: Offerors shall attend a mandatory pre-proposal conference to be held at 10:00 A.M. on Friday, August 29, 2003 at the School Board Office Conference Center (see Section 3.0).

All Inquires For Information Should Be Directed To: Cathy Hodock, CPPB, VCO, Buyer II,
Telephone: (757) 890-3680.

SEND PROPOSALS DIRECTLY TO THE "ISSUING AGENCY" SHOWN ABOVE.

In Compliance With This Request For Proposal, The Undersigned Offers To Provide The Requested Service(s) Shown In The Attached/Enclosed (A Signed Letter Of Transmittal May Be Substituted For This Cover Page).

Name and Address of Firm:

Date: _____

By: _____

Signature in Ink

Title: _____

Type/Print Name: _____

Telephone No.: (____) _____ Facsimile No.: (____) _____

Federal Tax I.D.#: _____

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1.0 PURPOSE:

It is the express purpose of this cooperative Request for Proposals (RFP) to acquire the services of an independent, fully qualified company, hereinafter "Manager", to enter into contract(s) for foodservice operations management services for two School Divisions, the County School Board of York County, Virginia and City of Poquoson, Virginia, School Division, and the County of York, Virginia Head Start, hereinafter collectively "THE SCHOOL DIVISION".

2.0 BACKGROUND:

The York County School Division currently has eighteen (18) schools which include four (4) high schools, four (4) middle schools, and ten (10) elementary schools. The City of Poquoson School Division currently has four (4) schools which include one (1) high school, one (1) middle school, one (1) elementary school, and one (1) primary school. The names and student population or number of staff for these schools and administrative offices, as well as other pertinent information is in Appendix G, incorporated herein and attached hereto.

THE SCHOOL DIVISION reserves the right to waive any and all guidelines herein and to reject any and all proposals if considered to be in the best interests of the York County and/or the City of Poquoson School Divisions.

3.0 PRE-PROPOSAL CONFERENCE:

All Offerors shall attend a mandatory pre-proposal conference to be held at 10:00 a.m. on Friday, August 29, 2003 at the School Board Office, Conference Center, 302 Dare Road, Yorktown, Virginia 23692.

SECTION I GENERAL INFORMATION**A. Intent****1. Format:**

This solicitation seeks proposals for management of food service programs for THE SCHOOL DIVISION. The ultimate agreement(s) for management services reached by this procurement process will be for:

City of Poquoson School Division alone; or/and
York County School Division alone; or/and
County of York, Virginia Head Start; or
Neither of the above.

The final agreement between the Manager and THE SCHOOL DIVISION will be determined on the basis of the procurement process as required by law.

2. Current Employee Status:

THE SCHOOL DIVISION specifies that current employees will remain employees of their respective school boards upon award of the management contract. Proposals should reflect this initial staffing decision but should also propose choices for future staffing as current employees depart. Manager will have supervisory responsibility over THE SCHOOL DIVISION's food service employees, but THE SCHOOL DIVISION employees will remain subject to the School Board's personnel policies and procedures and the School Board retains disciplinary authority, up to and including termination. Manager can recommend discipline for a particular employee, but ultimate disciplinary authority rests with the School Board.

B. Objectives of THE SCHOOL DIVISION

The selected Manager shall conduct Food Services in a manner which best achieves the following objectives:

1. To provide an appealing and nutritionally sound Type "A" and a la carte program for students as economically as possible, and to provide to the York County Head Start program, by separate contract, meals of equivalent quality.
2. To provide additional food service, including but not limited to banquets, parties, and refreshments for meetings, as requested by THE SCHOOL DIVISION. The SCHOOL DIVISION or requesting organization will be billed for the actual cost of food, supplies, and labor, and the Manager's overhead and administrative expenses if applicable to providing such service.
3. To operate optimally the vending machines located in school cafeterias. Soft drink and snack vending machines in other areas in the schools are not part of the RFP and management contract.
4. To promote nutritional awareness whenever the food service can interface with THE SCHOOL DIVISION programs.
5. Increase participation by more than 10% above Fiscal Year 2003 levels in all schools by improving food quality at the service point, by upgrading equipment and facilities as appropriate, by seeking student and parent input, by successful menu variation and planning, by better marketing techniques and by a strong emphasis on public relations.
6. Provide a management staff and structure which will offer adequate help and focus to accomplish a material improvement in the school food program as measured by participation, and regarded by students, staff and the public as offering high quality and value.
7. Establish a formal structure to routinely and continuously gather input from food service employees to ensure the most effective and efficient operation possible.
8. Establish a formal structure to routinely and continuously gather input from students, staff and the public about food services.
9. Establish and conduct management and staff training programs to effect staff development, proper supervision and consistent quality control in both production and service.
10. Guaranteed school lunch program that is self-sufficient and does not require any subsidy from regular school funds.
11. Provide a financial reporting system that meets federal and state requirements.
12. Provide THE SCHOOL DIVISION Administration with monthly operating statements and information regarding Food Services.

C. Selection Method**1. Prompt Acceptance or Rejection:**

An agreement with a particular Manager can be negotiated by Central Purchasing on the basis of an initial proposal. This would be an unusual development but this possibility should induce initial proposals with the most favorable price and service standpoint.

2. Evaluation Criteria:

a.) A committee for the City of Poquoson School Division and a separate committee for York County School Division (hereinafter "evaluation committees") separately will evaluate proposals using the following criteria with assigned weights as indicated. Offerors should address fully each evaluation criterion.

Criteria Weight

15 points	Experience, References and Service Capability
15 points	Financial Condition and Accounting Reporting Systems
15 points	Personnel Management and Training as well as Involvement of Student, Staff and Patrons
15 points	Innovation and Promotion of the School Lunch Program
15 points	Varied and creative menu offerings based upon the enhanced food based menu format with no increase in meal prices.
25 points	Program Cost

b). The evaluation committees will consider the following attributes and specifications in assessing proposal content and, as appropriate, live presentations and performance standards during site visits.

- The quality of food service program and service to be provided as reflected in but not be limited to the twenty-one (21) day menu and menu format.
- The accuracy of data submitted.
- The demonstrated ability and experience of the Manager to perform under the terms and conditions of the RFP.
- Methods or processes offered by the Manager that will complement and enhance school food programs.
- The financial stability of the Manager.
- Corporate capability and experience as measured by performance record, years in the industry, relevant experience, number of districts served, client retention, and references.
- The Manager's demonstrated understanding of current Food Service Programs and service requirements.
- Evidence of training programs for both management and hourly food service employees.
- Evidence of a Nutrition Education/Awareness Program.
- Evidence of a comprehensive food handling, housekeeping and sanitation program.
- Evidence of an on-site, computerized accountability system.
- Proposed labor-staffing patterns.
- Proposed management staffing.
- Completeness of proposed transition plan
- Evidence of the use of varied and creative menu offerings based upon the enhanced food based menu format with no increase in meal prices.

Omissions regarding these attributes will degrade the assessment of the proposal.

3. Competitive Negotiations:

Pursuant to law, the evaluation committees will enter into competitive negotiations with the Offeror evaluated as best meeting the needs of THE SCHOOL DIVISION. The evaluation committees will identify the best Offeror on the basis of the formal proposal, live presentations to the evaluation committee and visits to Offerors' selected current clients.

4. Award of Contract:

Two or more Offerors deemed to be fully qualified and best suited among those submitting

proposals will be identified on the basis of the evaluative criteria stated in the RFP.

Repetitive informal interviews shall be permissible wherein Offerors are encouraged to elaborate on their qualifications, performance data, staff expertise pertinent to the proposed services, as well as alternate concepts.

At the conclusion of discussions, outlined above, on the basis of evaluative criteria published in this RFP and all information developed in the selection process to this point, the evaluation committees shall select, in the order of preference, two or more Offerors whose professional qualifications and proposed services are deemed most meritorious.

Negotiations will then be conducted beginning with the Offeror ranked first. If a contract which is satisfactory and advantageous to the public body can be negotiated at a price considered fair and reasonable, the award will be made to that Offeror. Otherwise, negotiations with the Offeror ranked first will be formally terminated and negotiations conducted with the Offeror ranked second, and so on until a contract can be negotiated at a fair and reasonable price.

Should the evaluation committees determine in writing and in their sole discretion that only one Offeror is fully qualified, or that one Offeror is clearly more highly qualified and suitable than the others under consideration, a contract may be negotiated and awarded to that Offeror. (Code of Virginia, 2.2-4301.) At any time during the negotiations, the Purchasing Office may terminate all negotiations and readvertise the requirement.

5. Live Presentation

The evaluation committees may select two or more Offerors to make a live presentation at the York County School Board Office at 302 Dare Road, Yorktown, Virginia.

6. Visits to Current Clients

Either School Division, prior to entering formal negotiations with an Offeror, may request to visit one or more of the Offeror's current clients to observe first hand the Offeror's management methods. A visit committee comprised of the evaluation committee, community members, faculty members and students will make all necessary travel arrangements and pay all costs associated with such visits.

D. Procurement Process Time Line

Offerors visit THE SCHOOL DIVISION	September 8 through September 19, 2003
Deadline for submission of proposals	October 3, 2003
Live presentations by Offerors	October 13-14, 2003
Visits to Offerors' current clients	October 20-24, 2003
Selection of best Offeror	October 30, 2003
Negotiations (including review by Virginia Department of Education)	October 31, 2003 - November 17, 2003
School Board approves Agreement	November 24, 2003
Open facilities to Manager	December 19, 2003
First meals	January 5, 2004

E. Proposal Submission

1. Proprietary Information

Offeror must mark any and all specific information contained in their proposal which is not to be disclosed to the public or issued for purposes other than the evaluation of the proposals. Pricing and service elements of the successful proposal will not be considered proprietary.

2. Submit Proposal in a sealed envelope, marked "RFP No. 1343 - School Food Program Management Proposal", to:

County of York, Virginia
Central Purchasing
Finance Building
120 Alexander Hamilton Blvd.
Yorktown, VA 23690
ATTN: Ms. Cathy Hodock, CPPB, VCO

Or mailed (USPS) to:

County of York, Virginia
Central Purchasing
ATTN: Ms. Cathy Hodock
P. O. Box 532
Yorktown, VA 23690

No proposal will be accepted/considered by Central Purchasing after 10:00 A.M. on October 3, 2003. Only proposals in the physical custody of the Purchasing Agent at 10:00 A.M. on October 3, 2003 will be opened. Faxed proposals will not be accepted.

3. THE SCHOOL DIVISION reserves the right to reject any or all proposals received, to waive any irregularities or informalities in proposals, and to make all decisions in the best interest of THE SCHOOL DIVISION.
4. Failure to submit complete information on appropriate forms can lead to the proposal being evaluated as "non-responsive" and excluded from consideration.
5. Competitive negotiations shall commence with the qualified and responsible Offeror submitting a responsive proposal that is deemed best suited to THE SCHOOL DIVISION's needs. A responsible Offeror is one who's financial, technical and other resources indicate an ability to perform the services required by this solicitation.
6. Offerors and their agents will fully inform themselves as to the conditions, requirements and specifications before submitting Proposals. Failure to do so will be at the Offeror's own risk with no access to relief on the plea of error.
7. Questions seeking additional information should be submitted to Ms. Cathy Hodock at purchasing@yorkcounty.gov. If appropriate, a written addendum to the RFP will be issued by Central Purchasing to clarify or resolve issues. No questions will be addressed after September 24, 2003.

F. Incurred Costs

THE SCHOOL DIVISION is not liable for any cost incurred by the Offeror prior to the complete execution of the contract for Food Management Services.

G. Contract Terms

1. The text of the Contract is presented in Section III of this RFP.
2. This contract shall be for a period of one year beginning on or about January 1, 2004 and ending December 31, 2004 with up to four additional one-year renewal periods by mutual written agreement of THE SCHOOL DIVISION and the Manager.
3. Other terms of the contract and any modifications to the text of the contract provided in Section III of this RFP will be developed through competitive negotiation and shall be consistent with the rights reserved by each School Division as described herein.
4. The final contract will be reviewed as to proper legal form by THE SCHOOL DIVISION's attorney. The final contract will also be reviewed by staff of the Virginia Department of Education prior to submission to the School Board for approval.

H. Bonding Requirement

Offeror shall submit with the Proposal, a Proposal guarantee in the form of a cashier's check or bond in the amount of twenty thousand dollars (\$20,000.00). Proposal guarantees will be returned (a) to unselected Offerors as soon as practicable after the opening of Proposals/after an award is made; and (b) to the selected Offeror upon execution of the contract presented at Section III of this RFP, certificates of insurance and other documents identified in competitive negotiations.

I. Gifts from Manager

THE SCHOOL DIVISION's officers, employees or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from Offerors, managers or potential managers. Violation of this ban by a SCHOOL DIVISION employee exposes that individual to disciplinary action, up to and including termination.

J. Selection of Manager's on site supervisor

This right shall be addressed in the contract (see Section III below).

K. Observation of THE SCHOOL DIVISION's Food Service Operation

THE SCHOOL DIVISION's Food Service operations will be available to Offerors for observation during the weeks of September 8 and September 15, 2003. Contacts for arranging visits:

City of Poquoson School Division - Janet Brown @ 757-868-3055
York County School Division - Estelle Campbell @ 757-898-0485.

SECTION II PROPOSAL FORMAT AND CONTENTS

A. Technical Guidance for preparing Proposal

1. Meal Equivalents

For the purpose of making the meal count computation, the number of lunches/breakfasts served to children shall be determined by actual count. The Manager and THE SCHOOL DIVISION shall determine a la carte meal equivalents by dividing the a la carte revenue by the sum of the Federal and State free meal reimbursement plus the value of USDA commodity donated foods.

A la carte revenue shall include any adult meals and a la carte sales to students and adults. If applicable, include revenue from cafeteria food service vending machine sales as part of the a la carte revenue.

2. Operating Expenses

The following definitions are provided to clarify allowable direct costs:

Operating Expenses shall mean the actual and recorded costs and expenses incurred by Manager to operate THE SCHOOL DIVISION's food service operations for the following items only:

a. the cost of goods, including food, beverages and reasonable and necessary supplies, and maintenance of inventories of servicewares;

Food is defined as and limited to those items purchased for use in the preparation and service of student, adult, and a la carte meals as specified in the contract.

b. salaries and wages of all of Manager's on-site employees and THE SCHOOL DIVISION's employees responsible for management, preparation, service, and clean up of meals, INCLUDING payroll taxes, and benefits with respect to work performed under the contract;

c. charges as may be defined in the contract; and

d. other direct costs, charges and expensed necessary to perform the specific duties and obligations of the Manager under the contract including paper supplies (including decorations), equipment rental, cleaning materials, commodity handling and warehousing charges, travel as required for effective program management, uniforms, printing, taxes (if applicable) and licenses, insurance, as contractually obligated herein, office supplies, training, permit fees and permits, laundry, postage, cellular phone charges, information technology system-related charges and the costs of repair, maintenance and replacement of equipment, tools and supplies relative to current food service operations.

Operating Expenses shall not include: (i) Manager's overhead expenses, including area and zone supervision, general support provided by the corporate offices of the Manager, accounting, purchasing, marketing, tax, legal, research, auditing and other related administrative expenses; (ii) Manager's promotional banners, murals and branded signage which has not been given prior written approval by THE SCHOOL DIVISION; and (iii) the costs of repair, maintenance and replacement of equipment, tools and supplies where the cost of the individual repair, maintenance or replacement is equal to or more than Ten Thousand Dollars (\$10,000.00).

B. Proposal Format and Style

Proposals must be concise and in outline format. Pertinent supplemental information should be referenced and included as attachments.

C. Proposal Contents

1. Proposals must contain the following as minimum content. Offerors are free to include additional relevant information. Failure to meet the minimum or including irrelevant information will degrade the assessment of the Proposal.

- a. Letter of Transmittal
 - 1. An introduction of the Manager Company.
 - 2. The name, address and telephone number of the person to be contacted, along with others who are authorized to represent the company in dealing with the RFP.
 - 3. An expression of the Manager's ability and desire to meet the requirements of the RFP.
 - 4. Any other information not appropriately contained in the proposal itself should also be included.
- b. Executive Summary
 - 1. Briefly describe the Manager's approach to the proposal and clearly indicate any options or alternatives.
 - 2. Indicate any major requirements that cannot be met by the Manager.
 - 3. Highlight the major features of the proposal and identify any supporting information considered pertinent.

The Executive Summary should clearly communicate the essence of the proposal and demonstrate how well it meets the requirements of the RFP.

- c. Detailed Discussion - This section should constitute the major portion of the proposal and must contain at least the following information:
 - 1. Transition - The Manager shall present a detailed transition plan indicating the activities, procedures, timetable and support personnel involved in the implementation of services.
 - 2. Experience, References and Service Capability
 - a. Describe the Manager's experience as managers and consultants of food service operations in general and public schools in particular.
 - b. List similar operations and locations where you are operating school district food service programs (a minimum of ten (10) required). List name and phone number of the district administrator capable of commenting on your firm's performance.
 - c. List qualifications of the proposed Resident Manager/Supervisor.
 - d. Include resume and background of person who will supervise the work of the Resident Manager and how your company will ensure best performance.
 - e. Include a company organization chart and a plan for the management, supervision of staff proposed, including all positions, located outside THE SCHOOL DIVISION, to be charged, fully or partially, as an overhead cost.
 - f. Excluding New York state and Illinois, list all school districts for which you were the Manager but now no longer serve in that role and the reasons for the change in status.

- g. List all school districts for which you have become Manager in the past two years by replacing a competitor.
3. Financial Condition and Accounting/Reporting Systems
- a. Provide audited financial statements for the last three (3) years.
 - b. Describe complete accounting procedures you would use for:
 - 1. Inventory Control
 - 2. Method of recording, checking and reporting sales
 - 3. Internal control of cash handling
 - 4. Internal audit systems
 - 5. All regular accounting forms used with detailed explanations
 - 6. All regular reports used with detailed explanation
 - c. Provide examples of the reports you will provide THE SCHOOL DIVISION and the frequency of each. List other assistance you will provide THE SCHOOL DIVISION (and costs, if extra).
4. Personnel Management and Training
- a. Provide a schedule of employees, positions, assigned locations, salaries and hours to be worked, based on data in RFP Appendix G.
 - b. What is the Manager's personnel management philosophy, particularly regarding resident managers (on site supervisors) and their relationship to existing staff?
 - c. Describe training and development programs you will provide for employees and management personnel.
 - d. How does Manager attempt to improve employee morale and reduce turnover?
 - e. Description of Manager's employee evaluation plan and disciplinary action methods.
 - f. Description of proposed benefit package for Manager's future employees hired pursuant to this RFP.
5. Involvement of Student and Staff Patrons
- What is Manager's philosophy and plans regarding involvement of students, teachers, building administrators and parents in program evaluation, selection of menus, discussion of nutritional issues, etc? Give examples, by client, of your efforts and results.
6. Innovation and Promotion of School Lunch Program
- a. How would your lunch program in THE SCHOOL DIVISION differ from current operations? Describe the costs and benefits of your proposed changes.
 - b. Describe how you would implement changes. Include a staffing model if different from current staffing.
 - c. How would you involve employees in making future innovations?
 - d. Examples of service and merchandising programs.
 - e. What is your philosophy regarding promotion (increasing awareness and participation) of the school lunch program? How would you implement this philosophy in THE SCHOOL DIVISION?

7. Menu Selection, Use of Commodities, Food Quality and Portion Size
 - a. Describe your philosophy for each of the following:
 1. Menu selection (include menus you will implement)
 2. Use of commodity food
 3. Food Quality
 4. Portion Quantities
 - b. Actual menus to be implemented including portion sizes.
 - c. Provide a listing of a la carte items and proposed price.
8. Cost Information based on data provided in RFP Appendix G
 - a. List THE SCHOOL DIVISION costs for any management and administrative fees to be charged for off-site expenses not otherwise paid by THE SCHOOL DIVISION.
 - b. List any initial Manager program start-up cost, such as, training and training material cost, Manager trainer(s) wage, travel, and temporary lodging cost, food service equipment, school site renovation cost, Manager relocation and temporary living costs, operating expenses, Manager office equipment, furniture and services set-up, and other misc. costs.
 - c. If consulting services are not covered in management fees, list those services along with the extra charges.
 - d. List payment terms and arrangements.
 - e. Provide information on guarantees of performance.
 - f. Submit a properly executed RFP ATTACHMENT #1 with your proposal.

D. Proposal Bond

Provide a cashier's check or bond in the amount of Twenty Thousand Dollars (\$20,000.00) with your proposal, made payable to "Treasurer, County of York, Virginia". The check will be returned to an unselected Offeror upon award of a contract.

4.0 GENERAL TERMS AND CONDITIONS:

4.1 FORM:

All responses to a Request for Proposals (RFP) may be on the Offerors letterhead or form. Response to an RFP should address all aspects of the request and must include a signature of the Offeror. All offers must be submitted in a sealed envelope plainly marked using the RFP number, date and time of receipt of proposals.

4.2 OPENING DATE/TIME:

Offers and amendments thereto, or withdrawal of proposals submitted, if received by the Central Purchasing office after the date and time specified for scheduled opening, will not be considered. It will be the responsibility of the Offeror to see that his or her offer is in the Central Purchasing office by the specified time and date. There will be no exceptions. Date of postmark will not be considered. Phone or telegraphic proposals (including FAX) will not be accepted. Proposals will be opened and identified after the due date and time specified, however, the proposals will not be read nor open to public inspection at that time. After an award is made and announced, proposals will be open to inspection in accordance with the Code of Virginia Section 2.2-4342(C). Therefore, protection of any trade secrets for specific proprietary information must be requested upon submission of the data or materials.

Offerors must identify the specific information to be protected and state the reasons why protection is necessary. The identification of the entire proposal as proprietary or confidential is not acceptable and may result in the rejection of the proposal.

4.3 **CLARIFICATION OF TERMS:**

If any Offeror has questions about the specifications or other solicitation documents, the Offeror should contact the buyer whose name appears on the face of the solicitation. Any revisions to the solicitation will be made only by written addendum issued by the buyer.

4.4 **ETHICS IN PUBLIC CONTRACTING:**

By submitting their proposal, all Offerors certify that their proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other Offeror, supplier, manufacturer or subcontractor in connection with their proposal, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised unless consideration of substantially equal or greater value was exchanged.

4.5 **ANTI-DISCRIMINATION:**

By submitting its bids or proposals, all Offerors certify to THE SCHOOL DIVISION that it will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, and Section 2.2-4311 of the Virginia Public Procurement Act which provides:

In every contract over \$10,000, the provisions of a. and b. below apply:

a. During the performance of this Contract, the Manager agrees as follows:

The Manager will not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Manager. The Manager agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

Manager, in all solicitations for advertisements for employees placed in behalf of the Manager, will state that such Manager is an equal opportunity employer.

Notices, advertisements and solicitations placed in accordance with Federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

During the performance of this contract, the Manager agrees to (i) provide a drug-free workplace for the Manager's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Manager's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state

in all solicitations or advertisements for employees placed by or on behalf of the Manager that the Manager maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

- b. Manager will include the provisions of a. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.
- c. In accordance with section 2.2-4343.1 of the Code of Virginia, et. seq., the Manager shall not (i) discriminate against a faith-based organization as defined in Code of Virginia section 2.2-4343.1(B) on the basis of the organization's religious character or (ii) impose conditions that (a) restrict the religious character of the faith-based organization, except as provided in subsection F of section 2.2-4343.1 the Code of Virginia, or (b) impair, diminish, or discourage the exercise of religious freedom by the recipients of such goods, services, or disbursements.

4.6 IMMIGRATION REFORM AND CONTROL ACT OF 1986:

By signing the proposal, the Offeror certifies that it does not and will not during the performance of this contract violate the provisions of the Federal Immigration Reform and Control Act of 1986, which prohibits employment of illegal aliens.

4.7 INDEMNITY AGREEMENT:

The following provision shall be included in any contract awarded pursuant to this RFP:

The Manager shall bear all loss, expense (including reasonable attorney's fees) and damage in connection with, and shall indemnify THE SCHOOL DIVISION against and save THE SCHOOL DIVISION harmless from all claims, demands, and judgments made or recovered against THE SCHOOL DIVISION because of bodily injuries, including death at any time resulting therefrom, and/or because of damage to property, from any cause whatsoever, arising out of, incidental to, or in connection with the performance of the work by Manager, including acts of Manager's employees, servants or agents, whether or not such claims are do to any act of omission or commission, including negligence but excluding sole negligence, of THE SCHOOL DIVISION, its employees, servants, or agents. Compliance by the Manager with the insurance provisions hereof shall not relieve the Manager from liability under this provision.

Should the Manager or Manager employees, servants or agents use any of THE SCHOOL DIVISION's equipment, tools, employees, or facilities, such will be gratuitous and Offeror shall release THE SCHOOL DIVISION from and indemnify and save harmless THE SCHOOL DIVISION from and against any claims for personal injuries, including death, arising out of the use of any such equipment, tools, employees, or facilities, whether or not based upon the condition thereof or any alleged negligence of THE SCHOOL DIVISION in permitting the use thereof.

In no event shall the Manager's duties to defend, save harmless and indemnify THE SCHOOL DIVISION hereunder be enforceable after the expiration of five (5) years from the date of completion of the services included in the Contract; provided, however, should any claim as is described in the immediately preceding paragraph relate to services performed by the Manager after the date of substantial completion, then from the date of the performance of any such services, whichever is later.

5.0 INFORMATION FOR OFFERORS RESPONDING TO REQUEST FOR PROPOSAL:

5.1 Award will be made to the Offeror who submitted the most responsible and responsive proposal for the Project.

5.2 Acceptance of a proposal by the Central Purchasing office is not an order to proceed.

5.3 All proposals must be signed with the firm name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled.

5.4 Verify your proposals before submission as they cannot be withdrawn or corrected after being opened.

5.5 If you do not offer, return the cover sheet and state reason. Otherwise your name may be removed from our mailing list.

5.6 Conditional proposals or proposals not prepared and submitted in accordance with the provisions hereof will not be considered.

5.7 Each Offeror shall submit one (1) original, so marked, and ten (10) copies of its proposal.

6.0 SPECIAL TERMS AND CONDITIONS:

6.1 Advertising:

In the event a contract is awarded for products or services resulting from this RFP, no indication of such sales or services to THE SCHOOL DIVISION, the City of Poquoson, Virginia, or to the County of York, Virginia will be used in product literature or advertising without the express written permission of THE SCHOOL DIVISION, the City of Poquoson, Virginia, or the County of York, Virginia, whichever is applicable.

6.2 Availability of Funds:

It is understood and agreed between the parties that THE SCHOOL DIVISION shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this contract; provided, however, that THE SCHOOL DIVISION shall at all times be liable for payment of services requested and rendered prior to the date this contract is terminated.

6.3 Definitions:

“Contract”, wherever used in this RFP and any addenda to this RFP, refers to the final, negotiated contract awarded to the successful Offeror under this solicitation.

“Manager”, wherever used in this RFP and any addenda to this RFP, refers to the successful Offeror who is awarded a contract under this solicitation.

6.4 Conditions of Work:

Offerors shall inform themselves fully of the requirements and conditions relating to the products and services required herein. Failure to do so will not relieve the Manager of the obligation to furnish all services necessary to carry out the provisions of the contract.

6.5 Prime Manager:

If in its performance of the contract, the Manager supplies goods or services by or through another party

or subcontractor, the Manager agrees that:

- a. The Manager shall act as the prime Manager for all goods and services to be provided under contract, and shall be the sole point of contact with regard to all obligations under the contract.
- b. The Manager represents and warrants that the successful Offeror has made third parties or subcontractors aware of the proposed use and disposition of the other party's products or services, and that such other party has agreed in writing that it has no objection and that THE SCHOOL DIVISION is not liable to such third parties or subcontractors for any work performed under the contract.

7.0 SUBMITTAL REQUIREMENTS:

- 7.1 Proposals shall be submitted as noted in SECTIONS I AND II above. One (1) original, so marked, and ten (10) copies of the proposal shall be submitted to the Central Purchasing office on or before the due date and time. Original proposals signed with facsimile stamps are not acceptable. To insure legibility, all information submitted, including prices, shall be typed. Each individual copy of the proposal shall be bound in a single volume. All documentation submitted with the proposal shall be bound in that single volume. Elaborate brochures and other representations beyond that sufficient to present a complete and effective proposal are neither required nor desired. Emphasis shall be on completeness and clarity to content. Provide any information thought to be relevant, but not applicable to the enumerated scope of work, as an appendix to the proposal. If the Offeror furnishes publications to respond to a requirement, the Offeror should include reference to the applicable part of the RFP by section/subsection title, number and page number. Proposals not providing this reference may be considered to have no reference material included in the additional documents.

8.0 QUALIFICATIONS:

THE SCHOOL DIVISION may make such investigations, as it deems necessary to determine the ability of each Offeror to perform the work. Each Offeror should be prepared to furnish THE SCHOOL DIVISION with all such information and data for this purpose as THE SCHOOL DIVISION may request.

Offerors submitting proposals shall have local, in-house capabilities or have previously established cooperative arrangements for the same. Any subcontracts for cooperative work shall be approved in writing by THE SCHOOL DIVISION before work begins. No changes in subcontractors will be permitted after award of the contract. A letter from each proposed subcontractor committing to work on the Project shall be submitted with the proposal.

9.0 PRICE ESCALATION/DE-ESCALATION:

Price adjustments for changes in the Manager's cost or transportation cost may be permitted. Requests for price adjustments for any other reasons will not be granted. Offers are submitted with the understanding that no price increases will be authorized for 365 calendar days after the effective date of the contract. Upward price adjustments may be permitted only at the end of this period and each 365 days thereafter and only where verified to the satisfaction of the Central Purchasing office as provided herein. However, "across the board" price decreases are subject to implementation at any time and shall be immediately conveyed to THE SCHOOL DIVISION.

The Manager shall not give less than 30 days advance written notice of a price increase to the Central Purchasing office. Any approved price change will be effective only at the beginning of the calendar month following the end of the full 30 day notification period. The Manager shall document the amount

and proposed effective date of the change in price. The price change must affect all accounts serviced by the Manager. Documentation shall be supplied with Manager's request for increase which will: (1) verify that the requested price increase is general in scope and not applicable just to THE SCHOOL DIVISION; and (2) verify the amount or percentage of increase which is being passed on to the Manager by others not under the control of the Manager. Failure by the Manager to supply the aforementioned verification with the request for price increase will result in delay of the effective date of such increase. The Central Purchasing office may make such verification as deemed adequate. However, an increase which the Central Purchasing office determines is excessive, regardless of any documentation supplied by the Manager, may be cause for cancellation of the contract by the Central Purchasing office. The Central Purchasing office will notify using agencies and Manager in writing of the effective date of any increase which is approved. However, the Manager shall fill all purchase orders received prior to the effective date of the price adjustment at the old contract prices. The Manager is further advised that price decreases which affect the cost of materials, labor, and transportation are required to be passed on to THE SCHOOL DIVISION immediately. Failure to do so will result in action to recoup such amounts.

10.0 INSURANCE:

The Manager shall carry insurance in the amount specified below, including the Contractual Liability assumed by the Manager and shall deliver certificates of insurance from carriers acceptable to THE SCHOOL DIVISION specifying such limits, along with a proper endorsement naming the "County School Board of York County, Virginia; City of Poquoson, Virginia, School Division; County of York, Virginia; and/or City of Poquoson, Virginia, its officers, agents and employees" as Additional Insured on a primary basis (Form no. GL-20-10) on applicable policy(s). The provisions of this paragraph shall be deemed included in the contract as if fully set out therein. Any proposed modifications to the insurance requirements shall be addressed in the RFP.

Worker's Compensation and Employer's Liability

Coverage A - Statutory Requirement

Coverage B - \$100,000; \$100,000; \$500,000

Comprehensive Automobile Liability, including Owned, Non-Owned Hired Car Coverage.

Limits of Liability - \$500,000 Per Occurrence Bodily Injury or Property Damage.

Commercial General Liability

Limits of Liability - \$1,000,000 Per Occurrence Bodily Injury or Property Damage.

Contractual Liability includes the Contractual liability assumed hereunder.

Completed Operations Insurance, to remain in full effect until the date of acceptance of the project by THE SCHOOL DIVISION.

Umbrella Liability

Excess Liability over Employers Liability, Comprehensive Automobile Liability and Commercial Liability policies.

Limits of Liability - \$5,000,000 Each Occurrence
\$5,000,000 Aggregate

11.0 CHANGE ORDERS:

Additional Work

Before any work under this agreement shall qualify as additional work, the Manager shall notify THE SCHOOL DIVISION, in writing, of his intention to treat certain work, if performed, as additional work and his reasons therefore. If written notice is not given, no claim for additional work will be honored. Notice by Manager shall not be construed as proving the validity of the claim.

Execution of Change Orders

When THE SCHOOL DIVISION agrees that particular work identified by the Manager's written notice is additional work, or when THE SCHOOL DIVISION and Manager otherwise conclude mutually that a change in the terms of the Agreement is necessary, the parties will execute a written Change Order specifying the scope of work and the schedule for both the work and additional payment agreed to by the parties. No oral agreement or directive regarding additional work, or a change in the terms of this Agreement by an employee of THE SCHOOL DIVISION, shall be binding on THE SCHOOL DIVISION.

12.0 CLAIMS:

Disputes and claims arising under this agreement shall be processed pursuant to Virginia Code Sections 15.2-1245 through 15.2-1248 applied to THE SCHOOL DIVISION *mutatis mutandis*. THE SCHOOL DIVISION shall give its final decision on any claim of the Manager within sixty (60) days of the date the claim is submitted to the Clerk of the governing Board of THE SCHOOL DIVISION.

13.0 NOTICES:

All notices, requests, demands, and elections under this contract, other than routine operational communications, shall be in writing and shall be deemed to have been duly given on the date when hand-delivered, or on the date of the confirmed facsimile transmission, or on the date received when delivered by courier that has a reliable system for tracking delivery, or six (6) business days after the date of mailing when mailed by United States Parcel Service mail, registered or certified mail, return receipt requested, postage prepaid. All notices shall be addressed to the following individuals:

To THE SCHOOL DIVISION	York County, Director of School Administration Poquoson, Business Manager
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To the Manager	Account Executive as identified by the Manager
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14.0 BREACH OF CONTRACT:

The Manager shall be deemed in breach of contract if the Manager:

- a. Fails to comply with any terms of the contract;
- b. Fails to cure such noncompliance within ten (10) calendar days from the date of written notice from THE SCHOOL DIVISION or such other time frame specified by THE SCHOOL DIVISIONS' contract Administrator in the notice.

- c. Fails to submit a written response to the notification of noncompliance from THE SCHOOL DIVISION within ten (10) calendar days after the date of notice from THE SCHOOL DIVISION or such other time frame specified by THE SCHOOL DIVISION Contract Administrator in the notice.
- d. The Manager shall not be in breach of the contract as long as its default was due to causes beyond the reasonable control and occurred without any fault or negligence on the part of both the Manager and its subcontractors. Such causes may include, but are not restricted to, acts of God or of public enemy, fire, flood, epidemics, strikes, freight embargoes, and unusually severe catastrophic weather such as hurricanes and floods.

15.0 TERMINATION OF CONTRACT:

Upon thirty (30) days written notice to the Manager, the agreement between the Manager and THE SCHOOL DIVISION may be cancelled by THE SCHOOL DIVISION at any time when in the sole judgment of THE SCHOOL DIVISION the product furnished, or service rendered, by the Manager is not satisfactory. Such termination shall not be deemed a waiver of any rights of THE SCHOOL DIVISION to damages for breach of contract.

16.0 SILENCE OF SPECIFICATIONS:

The apparent silence of these specifications and any supplemental specifications as to any detail or the omission from the specifications of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials/services of the highest quality and correct type, size and design are to be used. All interpretation of these specifications shall be made on the basis of this statement.

17.0 CONTRACT:

The contract for this work shall reflect those conditions that are specified in this RFP and shall be similar in format and content to the attached sample Contract format. The final conditions of the resulting contract shall be negotiated between THE SCHOOL DIVISION and the successful Offeror and shall be approved by the County Attorney.

SECTION III CONTRACT FOR SCHOOL FOOD PROGRAMS MANAGEMENT SERVICES

CONTRACT DOCUMENT & Exhibits

AGREEMENT PAGE

This Offeror certifies that, if selected, he/she/it shall operate in accordance with all applicable Virginia and Federal regulations.

The Offeror certifies that all terms and conditions within this REQUEST FOR PROPOSALS shall be a part of the contract as if incorporated therein.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representative the day and year.

ATTEST:

FOOD SERVICE MANAGEMENT COMPANY

Name

Title

Date

SAMPLE
CONTRACT FOR SCHOOL FOOD PROGRAMS MANAGEMENT SERVICES

Agreement No. _____

This contract made and entered into this _____ day of _____, 2003, is by and between the _____ School Board of _____, Virginia, hereinafter referred to as "Board", which term shall be construed to include any officer, representative or agent having authority to represent or act for it in relation to any part of the subject of this Agreement and _____, with offices located at _____, hereinafter referred to as "Manager".

W I T N E S S E T H :

WHEREAS, the Board desires to engage the services of the Manager in connection with the management of school food programs pursuant to the federal school nutrition program in the _____ School Division, hereinafter referred to as "Food Services"; and

WHEREAS, the Manager has investigated and is aware of the requirements of these Food Services.

NOW, THEREFORE, for and in consideration of the mutual undertakings of the parties to this Contract, the Board and Manager hereby covenant and agree, each with the other, that the Manager shall provide services as an independent contractor in accordance with the terms and conditions of this Contract and the requirements of Exhibit 1, Scope & Purpose, Exhibit 2, Management Fee Schedule, attached to and made a part of this Contract and RFP # 1343, dated August __, 2003, (hereinafter RFP) incorporated herein by reference, including any and all Attachments, Appendices, Worksheets, Tabs, addenda, etc.

ARTICLE I: BASIC SERVICES

1.1 Food Services shall be self-supporting and a no-cost operation for the Board, shall meet all requirements of the National School Lunch and School Breakfast Programs of the United States Department of Agriculture, and any other requirements promulgated by the Commonwealth of Virginia. Only revenues from meal fees (lunch fees, etc.), state and federal funds, and commodities received shall be available to support costs.

1.2 Manager costs shall include all expenses associated with the operation of Food Services as defined in the RFP and addressed in the Manager's financial budget. If total Manager costs exceed total revenue on an annual basis, the management fee, and if necessary the administrative charge, shall be reduced as set out in Exhibit 2, Management Fee Schedule.

1.3 This Agreement shall be for a period of one year beginning on or about January 1, 2004 and ending December 31, 2004 with up to four 1-year renewals by mutual written agreement of the Board and the Manager. Further, the Board and the Manager, upon mutual written agreement, can amend the period as necessary to correspond to the July 1 to June 30 fiscal year.

1.4 The Scope of Services to be furnished by the Manager is detailed in Exhibit 1 with additional information in the RFP.

ARTICLE II: BOARD'S AND MANAGER'S RESPONSIBILITIES

2.1 The Division Superintendent or his designated representative shall be the liaison between the Board and the Manager and is authorized to act in the Board's behalf.

2.2 The Manager agrees to commence work in sufficient time to serve breakfast or lunch, as appropriate, beginning on or about January 5, 2004 and continuing until December 31, 2004.

2.3 SIGNATURE AUTHORITY

A. The Board, in accordance with 7 CFR 210.16(a)(5), shall retain signature authority on the State Agency – School Food Authority annual agreement to participate in the NSLP, and SBP, free and reduced policy statement, including but not limited to the required Financial Report, the Verification Report, and letters to the Virginia Department of Education (hereinafter “VA DOE”) to amend the application.

B. The Board shall retain the Superintendent’s electronic signature account authority and password for the Monthly Claim for Reimbursement via Virginia’s Public Education Network (VA PEN).

2.4 The Manager shall submit a budget in October of each year, or earlier if requested, to be used by the Board in its budget process and to demonstrate its theoretical ability to meet the above requirement to be self-supporting. Meal prices, labor costs, food costs, etc. stated in the budget shall be established by the Board. The Board shall retain ultimate control over meal prices, labor costs, food costs, and other appropriate elements of Food Services.

2.5 FREE AND REDUCED PRICE MEALS POLICY

A. The Board shall be responsible for the determination of eligibility for free and reduced price meals and free milk and will not disclose confidential information to the Manager that is not needed for meal counts from free and reduced price meal applications and/or the direct certification list, if used, as required under 7 CFR 210.16(a). The Board will provide the Manager with a list of children and their category of eligibility. The Board will maintain the eligibility list up to date, making changes as a student's eligibility status changes.

B. The Manager shall operate the Board’s current software application for point of service meal/milk count to generate data for the meal count figures submitted by the Board in their application to participate in the Child Nutrition Programs and approved by the VA DOE, as required under 7 CFR Part 210.8. Any replacement system proposed by the Manager must preclude the potential for the overt identification of free and reduced price eligible students under 7 CFR Part 245.8.

C. The Board shall be responsible for the development, distribution and collection of the parent letter and application for free and reduced price meals and/or free milk.

D. The Board shall be responsible for requesting a direct certification list from the VA DOE each year for use to determine eligibility for free meals without obtaining an application from the parent/guardian.

E. The Board shall be responsible to conduct any hearings related to determinations regarding eligibility for free and reduced price meals and free milk.

F. The Board shall be responsible for verifying applications for free and reduced price meals as required by

federal regulations.

G. The Board shall be responsible for determining eligibility of all meal serving sites.

2.6 USDA DONATED FOODS

A. The Board, in accordance with 7 CFR 210.16(a)(6), retains title to all USDA donated foods; and shall ensure that all USDA donated foods made available to the Manager, including processed donated foods, accrue only to the benefit of the Board's nonprofit school food service and are fully utilized therein.

B. The Manager shall ensure that any USDA donated foods received by the Board and made available to the Manager, must accrue solely to the benefit of the Board nonprofit school food service and shall be fully utilized therein.

C. USDA donated foods will not be used for any catering and/or special functions.

D. The Manager, to the maximum extent possible, shall utilize all USDA donated foods and commodities made available by the Board solely for providing benefits for the Board's nonprofit school food service operation.

E. The Manager shall select, accept and use USDA donated food in as large quantities as may be efficiently utilized in the Board's nonprofit food service, subject to approval of the Board.

F. The Manager is prohibited from entering into any processing contracts utilizing USDA donated foods on behalf of the Board.

G. The Board shall receive and retain any refunds from any USDA donated food processors.

H. The Manager shall accept liability for any negligence on its part that results in any loss of, improper use of, or damage to, USDA donated foods.

I. The Manager shall account for all USDA donated foods separately from purchased foods. The Manager is required to maintain accurate and complete records with respect to the receipt, use/disposition, storage and inventory of USDA donated foods. Failure by the Manager to maintain the required records under this contract shall be considered prima facie evidence of improper distribution or loss of the USDA donated foods.

J. The Manager shall have records available to substantiate that the full value of all USDA donated foods is used solely for the benefit of the Board.

K. This is a cost-based contract. The value of USDA donated commodities used must be itemized in the regular monthly billing to the Board to document savings resulting from commodity usage. The values are to be based on the values at the point the Board receives the commodities from the State distributing agency and are to be based on the USDA commodity file prices pertinent to the time period. This information is available from the Virginia Department of Agriculture and Consumer Services, Food Distribution Office.

2.7 HEALTH CERTIFICATIONS

A. The Board shall maintain all applicable health certifications on its facilities and shall ensure that all state

and local regulations are being met by the Manager preparing or serving meals at any the Board facility.

B. The Manager shall maintain for the duration of the contract state and/or local health certifications for any facility outside the School Division in which it proposes to prepare meals and shall maintain this health certification for the duration of the contract as required under 7 CFR 210.16(c).

C. The Board shall immediately correct any problems found as a result of a health inspection.

2.8 MEALS

A. The Manager must comply with the twenty-one (21) day menu developed by the Board for NSLP, RFP Appendix B; and SBP, RFP Appendix C; and included in the proposal. Any changes made by the Manager after the first twenty-one (21) day menu for the NSLP, may be made only with the written approval of the Board. The Board shall approve the menus no later than three weeks prior to service.

B. The Manager shall serve meals on such days and at such times as requested by the Board to conform to the Board's school year calendar and any modifications to the calendar caused by severe weather or other conditions beyond control of the Board.

C. The Board shall retain control of the quality, extent, and general nature of the food service.

D. The Manager shall offer free, reduced-price, and paid reimbursable meals to all eligible children participating in the NSLP and SBP.

E. The Manager, in accordance with 7 CFR 210.16(a), will offer free, reduced-price, and paid reimbursable meals to all eligible children in order to offer an a la carte program.

F. The Manager shall serve reimbursable lunches pursuant to the NSLP at locations indicated in RFP Appendix G.

G. The Manager shall serve reimbursable breakfasts pursuant to the SBP at locations indicated in RFP Appendix G.

H. The Manager shall promote maximum participation in the School Nutrition Programs.

I. The Manager shall provide the specified types of service in the schools/sites listed in RFP Appendix G, which RFP Appendix is hereby in all respects made a part of this contract.

J. The Manager shall sell on the premises only those foods and beverages authorized by the Board and only at the times and places designated by the Board.

K. No payment will be made to the Manager for meals that are spoiled or unwholesome at the time of delivery, do not meet detailed specifications as developed by the Board for each food component in the meal pattern, or do not otherwise meet the requirements of the contract.

2.9 MONITORING

A. The Board, in accordance with 7 CFR 210.16(a)(3), shall monitor the food service operation of the

Manager through periodic on-site visits to ensure that the food service is in conformance with USDA and VA DOE program regulations.

B. The records necessary for the Board to complete the required monitoring activities must be maintained by the Manager under this contract, and must be made available to the Auditor General, the USDA, VA DOE, the VA Department of Agriculture and Consumer services, and the Board upon request for the purpose of auditing, examination, and review.

2.10 USE OF ADVISORY GROUP

A. The Board, in accordance with 7 CFR 210.16(a)(8), shall establish and maintain an advisory board comprised of parents, teachers, and students.

B. The Manager shall participate in the formation, establishment, and periodic meetings of the Board's advisory board composed of students, teachers, and parents to assist in menu planning.

2.11 USE OF FACILITIES, INVENTORY, REPAIRS, EQUIPMENT & STORAGE

A. The Board will make available without any cost or charge to the Manager, area(s) of the premises agreeable to both parties in which the Manager shall render its services.

B. The Board may request of the Manager additional food service programs; however, the Board reserves the right, at its sole discretion, to sell or dispense food or beverages provided such use does not interfere with the operation of the Child Nutrition Programs.

C. The Manager and the Board shall inventory the equipment and commodities owned by the Board at the beginning of the school year, including but not limited to, silverware, trays, chinaware, glassware, kitchen utensils.

D. The Manager shall maintain the inventory of silverware, chinaware, kitchen utensils and other operating items necessary for the food service operation and at the inventory level as specified by the Board.

E. The Board will replace expendable equipment and replace, repair and maintain non-expendable equipment except when damages result from the use of less than reasonable care by the employees of the Manager.

F. The Manager shall maintain adequate storage practices, inventory and control of USDA donated foods in conformance with the Board's agreement with the Virginia Department of Agriculture and Consumer Affairs.

G. The Manager shall provide the Board with two sets of keys for all food service areas secured with locks.

H. The Board shall provide the Manager with local telephone service.

I. The Board shall furnish and install any equipment an/or make any structural changes needed to comply with federal, state or local laws, ordinances, rules and regulations.

J. The Board shall be responsible for any losses including USDA donated foods, which may arise due to equipment malfunction or loss of electrical power not within the control of the Manager.

- K. All food preparation and serving equipment owned by the Board shall remain on the premises of the Board.
- L. The Board shall not be responsible for loss or damage to equipment owned by the Manager and located on the Board premises.
- M. The Manager shall notify the Board of any equipment belonging to the Manager on the Board premises within ten (10) days of its placement on the Board premises.
- N. The Board shall have access, with or without notice, to all of the Board's facilities used by the Manager for purposes of inspection and audit.
- O. The Manager shall not use the Board's facilities to produce food, meals, or services for other organizations without the written approval of the Board. If such usage is mutually agreeable, there shall be a signed agreement, which stipulates the fees to be paid by the Manager to the Board for such facility usage.
- P. The Board, on the termination or expiration of the contract, shall conduct a physical inventory of all equipment & commodities owned by the Board.
- Q. The Board will provide a physical inventory of supplies and equipment available for use by the Manager.
- R. The Board reserves the right to use the facilities for community purposes as long as these purposes do not interfere with the requirements of this contractual agreement.

2.12 PURCHASES

- A. The Manager shall purchase all food and non-food commodities at the lowest price possible consistent with maintaining quality standards.
- B. The Board shall receive any discounts or rebates for purchases made on their behalf.
- C. The Manager will purchase from the Board the beginning inventory.
- D. The Manager shall bill the Board for foods and supplies as stated in ARTICLE III below.
- E. The Board shall have the option to purchase unused food or supplies from the Manager at the termination of contract.
- F. This contract shall not prevent the Board from participating in food co-ops or purchasing food from vendors with whom the Manager normally does not do business.
- G. The Manager shall comply with the Buy American provision for contracts that involve the purchase of food, 7 CFR, Part 250.

2.14 SANITATION

- A. The Manager shall place garbage and trash in containers in designated areas as specified by the Board.
 - B. The Board shall remove all garbage and trash from the designated areas.
 - C. The Manager shall clean the kitchen and associated areas as indicated in RFP Appendix G.
 - D. The Manager shall operate and care for all equipment and food service areas in a clean, safe and healthy condition in accordance with the standards acceptable to the Board and comply with all applicable laws, ordinances, regulations and rules of federal, state and local authorities, including laws related to recycling.
 - E. The Board shall clean ducts and hoods above the filter line.
 - F. The Board shall provide extermination services as needed.
 - G. The Manager shall comply with all local and state sanitation requirements in the preparation of food.
- 2.15 The Manager shall comply with all the Board's building rules and regulations.
- 2.16 Both the Board and the Manager agree that no child who participates in the NSLP or SBP will be discriminated against on the basis of race, color, national origin, age, sex, disability, or religion.

2.17 CERTIFICATIONS

- A. The Manager shall comply with the mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).
- B. The Manager, in accordance with the Clean Air Act (42 USC 1857(h), Clean Water Act (33 USC 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR, Part 15), and OMB Circular No. A-102, Attachment O, Paragraph 14.i, must comply with all required provisions.
- C. The Manager shall comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (the "Act"), 40 U.S.C. " 327-330, as supplemented by the Department of Labor regulations, 29 CFR, Part 5. Under Section 103 of the Act, the Manager shall be required to compute the wages of every laborer on the basis of a standard workday of eight (8) hours and a standard workweek of forty (40) hours. Work in excess of the standard workday or standard workweek is permissible provided that the worker is compensated at a rate of not less than 1-1/2 times the basic rate of pay for all hours worked in excess of eight (8) hours in any calendar day or forty (40) hours in any work week.
- D. The Manager shall comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, 41 CFR, Part 60.
- E. The Manager shall comply with the following civil rights laws, as amended: Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; CFR Parts 15, 15a and 15b; the Americans with Disabilities Act; and FNS Instruction 113-6, Civil Rights Compliance and Enforcement in School Nutrition Programs.
- F. The Manager has signed the Certification of Independent Price Determination, RFP Appendix C, which

was attached as an addendum to the Manager's Proposal and which is incorporated herein by reference and made a part of this contract.

G. The Manager has signed the Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion, RFP Appendix D, which was attached as an addendum to the Manager's Proposal and which is incorporated herein by reference and made a part of this contract.

H. The Manager has signed the Certification Regarding Clean Water and Air, RFP Appendix E, which was attached as an addendum to the Manager's Proposal and which is incorporated herein by reference and made a part of this contract.

I. The Manager has signed the Certification Regarding Disclosure of Lobbying Activities, RFP Appendix F, which was attached as an addendum to the Manager's Proposal and which is incorporated herein by reference and made a part of this contract.

2.18 BOOKS, RECORDS & INCOME

A. The Manager, in accordance with OMB Circular No. A-102, Attachment O, paragraph 14.h and 7 CFR 210.16(c)(1) shall maintain on site records to support the Board claim for reimbursement and make all records available to the Board upon request.

B. The Manager shall retain all records for a period of five (5) years after the Board submits the final claim for reimbursement for the fiscal year, for inspection, examination, excerpt, and audited by representatives of the Board, State Agency, USDA, and Comptroller General, at any reasonable time and place. In instances where audit findings have not been resolved within the three (3) year record retention period, the records must be retained beyond the five (5) year period until resolution of the issues raised by the audit.

C. The Manager, in accordance with 7 CFR 210.16(c)(1), shall report the claim information to The Board promptly at the end of each month or more frequently as specified by the Board. The Manager shall maintain such records (supported by invoices, receipts or other evidence) as the Board will need to meet monthly reporting responsibilities, and shall submit monthly operating statements in a format approved by the Board no later than the tenth (10th) calendar days succeeding the month in which services were rendered. Participation records shall be submitted no later than the fifth (5th) working day succeeding the month in which services were rendered. The Board shall perform edit checks on the participation records provided by the Manager prior to the preparation and submission of the claim for reimbursement.

D. The Manager shall maintain records at the Board to support all allowable expenses appearing on the monthly statement. These records shall be kept in an orderly fashion according to expense categories.

E. Upon request, Manager shall provide invoices and/or billing explanations for any cost entries charged to the Board. The Board retains the right to review and verify each billing invoice and/or charges prior to approval and payment

F. The Manager shall provide the Board with a year-end statement audited by a CPA.

G. The Board shall conduct an internal audit of food, labor, and other large expense items quarterly as well as performing random audits on smaller expense categories.

H. The Board and Manager must provide all documents as necessary for the independent auditor to conduct the Board's single audit.

I. The Manager shall not remove any federally required records from the Board's premises upon contract termination.

ARTICLE III: PAYMENTS

3.1 As compensation for said services the Board agrees to pay the Manager the fee set forth in Exhibit 2 of this contract.

3.2 In the event that circumstances beyond the control of the Manager and the Board cause cancellation of more than 3 school days in a school year covered by this contract, the Manager and Board shall negotiate a proportional change in the management fee, administrative charge, projected program profit/loss stated in Exhibit 2 of this contract.

3.3 The Manager shall bill the Board for the estimated direct costs of operation incurred at the close of each month of program operation.

3.4 Payments to the Manager will be made periodically but shall not be required more frequently than monthly.

3.5 The Manager shall pay the Board the full amount of any meal over claims which are attributable to the Manager's negligence, including those overclaims based on review or audit findings which occurred during the effective dates of original and renewal contracts.

3.6 All contractual claims, whether for money or other relief, shall be submitted in writing no later than sixty (60) days after final payment; however written notice of the Manager's intention to file such claim shall have been given at the time of the occurrence or the beginning of the work upon which the claim is based. All claims shall be made in accordance with Virginia Code Section 22.1-122 et seq. and the Board shall render a final decision in writing with regard to any such claim, not later than sixty (60) days subsequent to receipt of any such claim in writing by the Division Superintendent.

3.7 Payments on any claim shall not preclude the Board from making a claim for adjustment on any item found not to have been in accordance with the provisions of this contract and proposal specifications.

ARTICLE IV: EMPLOYEES

4.1 Employment discrimination by Manager prohibited.

A. During the performance of this Contract, the Manager agrees as follows:

1. The Manager will not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Manager. The Manager agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

2. Manager, in all solicitations for advertisements for employees placed in behalf of the Manager, will state that such Manager is an equal opportunity employer.

3. Notices, advertisements and solicitations placed in accordance with Federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

4. During the performance of this contract, the Manager agrees to (i) provide a drug-free workplace for the Manager's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Manager's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Manager that the Manager maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

B. Manager will include the provisions of a. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

C. In accordance with section 2.2-4343.1 of the Code of Virginia, et. seq., the Manager shall not (i) discriminate against a faith-based organization as defined in Code of Virginia section 2.2-4343.1(B) on the basis of the organization's religious character or (ii) impose conditions that (a) restrict the religious character of the faith-based organization, except as provided in subsection F of section 2.2-4343.1 the Code of Virginia, or (b) impair, diminish, or discourage the exercise of religious freedom by the recipients of such goods, services, or disbursements.

4.2 Other personnel management issues.

A. The Board shall have the right to interview candidates and grant final approval in the hiring process for the Manager's site manager.

B. The Manager shall comply with all wage and hours of employment requirements of federal and state laws. The Manager shall be responsible for supervising and training personnel, including the Board employed staff. Supervision activities include employee and labor relations, personnel development, and hiring and termination of Manager management staff, with the exception for the site manager. The Manager shall also be responsible for the hiring and termination of non-management staff who are employees of the Manager.

C. The Manager shall provide Workers' Compensation coverage for its employees.

D. The Manager shall instruct its employees to abide by the policies, rules and regulations, with respect to use of the Board's premises as established by the Board and which are furnished in writing to the Manager.

E. The Manager shall maintain its own personnel and fringe benefits policies for its employees, subject to review by the Board.

F. Staffing patterns shall be mutually agreed upon.

G. The Manager shall not be responsible for hiring employees in excess of the number required for efficient operation.

H. The Manager shall implement the schedule of employees, positions, assigned locations, salaries and hours to be worked as presented in the RFP.

I. The Board shall provide sanitary toilet and hand washing facilities for the employees of the Manager.

J. The Board may request in writing the removal of any employee of the Manager who violates health requirements or conducts himself/herself in a manner which is detrimental to the well-being of the students.

K. In the event of the removal or suspension of any such employee, the Manager shall immediately restructure the food service staff without disruption of service.

L. All the Board and/or Manager personnel assigned to each school shall be instructed in the use of all emergency valves, switches, fire and safety devices in the kitchen and cafeteria areas.

M. The Manager, in accordance with the Contract Work Hours and Safety Standards Act (40 USC 327-330) and OMB Circular No. A-102, Attachment O, paragraph 14.f, must comply with all required provisions.

N. The Manager shall comply with Virginia law and School Board policies regarding health screenings and background checks of all individuals hired to work in a school as employees of the Manager, prior to that new employee beginning work in a school cafeteria.

O. Manager will have supervisory responsibility over THE SCHOOL DIVISION's food service employees, but THE SCHOOL DIVISION employees will remain subject to the School Board's personnel policies and procedures and the School Board retains disciplinary authority, up to and including termination. Manager can recommend discipline for a particular employee, but ultimate disciplinary authority rests with the School Board.

ARTICLE V: ABANDONMENT AND TERMINATION

5.1 . The Board or the Manager, in accordance with 7 CFR 210.16(d) and OMB Circular No. A-102, Attachment O, paragraph 14.b, may terminate the contract with cause by giving sixty (60) days written notice.

5.2 At any time, because of circumstances beyond the control of the Manager, the Manager or the Board may terminate the contract by giving 10 days written notice to the other party.

5.3 Neither the Manager nor the Board shall be responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any acts not within the control of the Manager or the Board, respectively, and which by the exercise of due diligence they were unable to prevent.

5.4. In the event of the Manager's nonperformance under this contract and/or the violation or breach of the contract terms, the Board, in accordance with OMB Circular No. A-102, Attachment O, paragraph 14.a, shall have the right to pursue all administrative, contractual and legal remedies against the Manager and shall have

the right to seek all sanctions and penalties as may be appropriate.

5.5 Upon termination of this contract, Manager shall vacate all parts of the Board's premises occupied by the Manager in the same condition as made available to the Manager, reasonable wear and tear, fire and other casualty loss excepted.

5.6 The Board and Manager agree that this Agreement may be terminated by the Board in its discretion without cause in the event that the funding for this service is terminated or the need for these services no longer exists. In such event the Board in its discretion may require Manager to provide services until funding on hand has been exhausted. The Board and the Manager agree that this Agreement shall be deemed terminated upon the failure of the Board to appropriate funds necessary for the payment of Manager's compensation or for any other purpose related to this Agreement.

ARTICLE VI: MISCELLANEOUS

6.1 Multiple Copies - This Contract may be executed in any number of counterparts, each of which shall be deemed an original.

6.2 Severability of Clauses - It is agreed that the illegality or invalidity of any term or provision of this Contract shall not affect the validity of the remainder of this Contract, and it shall remain in full force and effect as if such illegal or invalid term or provision were not contained herein.

6.3 The Manager warrants that no company or person has been employed or retained other than a bona fide employee working solely for the Manager to solicit or secure this Contract, and has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Manager, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, the Board shall have the right to annul this Contract without liability, or, in its discretion, to deduct from the Contract price or consideration, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

6.4 The Manager shall not engage the services of any person in the present employ of the Board for any work covered by this Contract without written permission of the Board.

6.5 Insurance - The Manager shall maintain insurance to protect the Manager from claims under worker's compensation acts; claims due to personal injury or death of any employee or any other person; claims due to injury or destruction of property; and claims arising out of errors, omissions, or negligent acts for which the Manager is legally liable. The amounts and extent of such insurance are indicated below:

Worker's Compensation and Employer's Liability

Coverage A - Statutory Requirement

Coverage B - \$100,000; \$100,000; \$500,000

Comprehensive Automobile Liability, including Owned, Non-Owned Hired Car Coverage.

Limits of Liability - \$500,000 Per Occurrence Bodily Injury or Property Damage.

Commercial General Liability

Limits of Liability - \$1,000,000 Per Occurrence Bodily Injury or Property Damage.

Contractual Liability includes the Contractual liability assumed hereunder.

Completed Operations Insurance, to remain in full effect until the date of acceptance of the project by THE SCHOOL DIVISION.

Umbrella Liability

Excess Liability over Employers Liability, Comprehensive Automobile Liability and Commercial Liability policies.

Limits of Liability - \$5,000,000 Each Occurrence
\$5,000,000 Aggregate

The Board, its officers, agents and employees, shall be named as an additional insured on the applicable policies and such insurance shall be with a company deemed satisfactory to the Board. Prior to service of the first meal on January 5, 2004, the Manager shall furnish to the Board a certificate of insurance evidencing the above categories and stating that the insurance will not be canceled without at least thirty (30) days' prior notice, along with a proper endorsement to the applicable policies listing the Board as an additional insured.

6.6 The Manager and any subcontractors shall bear all loss, expense (including reasonable attorney's fees) and damage in connection with, and shall indemnify the Board, its officers, agents and employees against and save them harmless from all claims, demands, and judgments made or recovered against them because of bodily injuries, including death at any time resulting therefrom, and/or because of damage to property, from any cause whatsoever, arising out of, incidental to, or in connection with the performance of the work by Manager, including acts of Manager's employees, servants or agents, whether or not such claims are due to any act of omission or commission, including negligence but excluding sole negligence, of the Board, its officers, agents or employees. Compliance by the Manager with the insurance provisions hereof shall not relieve Manager from liability under this provision.

Should Manager or Manager's employers, servants or agents use any of Board's equipment, tools, employees, or facilities, such will be gratuitous and Manager shall release the Board, its officers, agents or employees from and indemnify and save harmless Owner from and against any claims for personal injuries, including death, arising out of the use of any such equipment, tools, employees, or facilities, whether or not based upon the condition thereof or any alleged negligence of Board in permitting the use thereof.

6.7 In no event shall the Manager's duties to defend, save harmless and indemnify the Board hereunder be enforceable after the expiration of five (5) years from the date of completion of the services included in the Contract; provided, however, should any claim as is described in the immediately preceding paragraph relate to services performed by the Manager after the date of substantial completion, then from the date of the performance of any such services, whichever is later.

6.8 It is not the intention of the Board or the Manager to benefit any third party. The duties undertaken by the Manager are for the sole benefit of the Board and are not intended to benefit any contractor or any creditor or surety or any of them.

6.9 Board and the Manager each binds itself, its partners, successors, assigns and legal representatives to the other party to this Contract and to the partners, successors, assigns and legal representatives of such other party in respect of all covenants of this Contract. Neither the Board nor the Manager shall assign, sublet or transfer its interest in this Contract without the written consent of the other.

6.10 The Board shall be bound only to the extent that there are funds available to perform its obligations hereunder, and the Board shall notify the Manager of the availability of funds before the Manager commences each annual term of this contract.

6.11 LICENSES, FEES & TAXES

A. The Manager shall comply with the provisions of the laws of the Commonwealth of Virginia and all federal and local statutes, ordinances and regulations that are applicable to the performance of this Contract, and procure all necessary licenses and permits.

B. The Manager shall be responsible for paying all applicable taxes and fees, including but not limited to, excise tax, state and local income tax, payroll and withholding taxes for Manager's employees; the Manager shall hold the Board harmless for all claims arising from payment of such taxes and fees.

C. The Manager shall obtain and post all licenses and permits as required by federal, state, and/or local law.

6.12 In addition to the requirements of Section 2.18 hereinabove, the Manager, as he deems necessary, shall maintain other accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary by the Board to assure proper accounting for all Food Services funds, both federal and non-federal shares. These records will be made available for audit purposes to the Board or any authorized representative, and will be retained for three (3) years after the expiration of this Contract unless permission to destroy them is granted by the Board.

6.13 EMERGENCY CLOSING

A. The Board shall notify the Manager of any interruption in utility service of which it has knowledge.

B. The Manager shall rely on the standard method employed by the Board to notify the general public of any delay in the beginning of the school day or the closing of school(s) arising from hazardous weather conditions or other emergency situations.

6.14 This contract shall be construed under the laws of the Commonwealth of Virginia. Any action or proceeding arising out of this contract shall be heard in the appropriate courts of the Commonwealth of Virginia.

6.15. No waiver of any default shall be construed to be or constitute a waiver of any subsequent claim.

6.16. Any silence, absence or omission from the contract specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials (e.g. food, supplies, etc.) and workmanship of a quality that would normally be specified by the Board are to be used.

- 6.17. The Board shall be responsible for ensuring the resolution of program review and audit findings.
- 6.18. This contract is subject to review by the Virginia Department of Education, School Nutrition Programs.
- 6.19 This Contract and the exhibits incorporated herein constitute the entire agreement between the parties, and no condition or provision, whether oral or written, in any previous bid, proposal or communication by either of the parties or any prior agreement or other understanding between them shall be of any effect, anything in any such bid, proposal, communication or agreement to the contrary notwithstanding.

IN WITNESS WHEREOF, the Manager has executed this Contract pursuant to proper authority and in the manner appropriate to him and the Board has executed this Contract pursuant to its Resolution _____ enacted on _____, 2003.

By:_____

TITLE:_____

Approved as to form:

County Attorney

Manager

Corporate Seal
(If appropriate)

Attest:

Secretary

By:_____

TITLE:_____

SAMPLE
CONTRACT FOR SCHOOL FOOD PROGRAMS MANAGEMENT SERVICES

Agreement No. _____

EXHIBIT 1

SCOPE AND PURPOSE

- A. The Food Service Management Company ("Manager") shall operate in conformance with the School Food Authority's Agreement with the Virginia Department of Education, School Nutrition Programs.
- B. The Manager, as an independent contractor, shall have the exclusive right to operate the National School Lunch Program ("NSLP") and School Breakfast Program at the sites specified by the Board in RFP Appendix A, which is attached hereto.
- C. The Manager shall be an independent contractor and not an employee of the Board. The employees of the Manager are not employees of the Board.
- D. The Manager shall conduct all school food service program operations in accordance with 7 CFR Parts 210, 215, 220, 245, and 250.
- E. Food Services provided shall be operated and maintained as a benefit to the Board, school division students, faculty and staff.
- F. The Board, in accordance with 7 CFR 210.16(a) (4) and 210.16(c) (3), retains control of food programs' quality, extent, and general nature. The Board will make no payment for meals spoiled or unwholesome at time of delivery or not meeting detailed specifications, meal pattern requirements or do not otherwise meeting requirements of the contract.
- G. All income accruing as a result of payments by children and adults, federal and state reimbursements, and all other income from sources such as donations, special functions, grants, loans, etc., shall be deposited in the Board's food service account. Any profit or guaranteed return shall remain in Board food service account. Board and the Manager agree that this contract is neither a "cost-plus-a-percentage-of-income" nor a "cost-plus-a-percentage-of-cost" contract as required under 7 CFR 210.16(c) and OMB Circular A-102, Attachment O, Section 12.
- H. The Board, in accordance with 7 CFR 210.16(a) (2), shall ensure that the food service operation is in conformance with the Board's agreement under the program. The Board shall be legally responsible for the conduct of the food service program, and shall supervise the food service operations in such a manner as will ensure compliance with the rules and regulations of the Virginia Department of Education and the United States Department of Agriculture ("USDA") regarding each of the Child Nutrition Programs covered by this contract.
- I. The Board, in accordance with 7 CFR 210.16(a) (4), shall retain control of the nonprofit school food service account and overall financial responsibility for the nonprofit food service operation.
- J. The Board, in accordance with 7 CFR 210.16(a)(4), shall retain control of the establishment of all selling prices, including price adjustments, for meals served under the nonprofit school food service account, e.g., pricing for reimbursable meals, a la carte service including vending machines, and adult meals.
- K. The Manager shall provide additional food service, such as banquets, parties, refreshments for meetings, etc, as requested by Board. The Board or requesting organization will be billed for the actual cost of food, supplies, and labor; and the Manager overhead and administrative expenses if applicable to providing such service. USDA commodities shall not be used for these special functions.

- L. The Manager shall cooperate with the Board in promoting nutrition education and coordinating Board's food service with classroom instruction.
- M. The Manager shall comply with the rules and regulations of the Virginia Department of Education and the USDA, and any additions or amendments thereto, including but not limited to, 7 CFR Parts 210, 215, 220, 245, and 250 and 225, if applicable; and Food and Consumer Services instruction and policy, as applicable.
- N. The Manager shall make substitutions in the food components of the meal pattern for students with disabilities when their disability restricts their diet, and those non-disabled students who are unable to consume regular lunch because of medical or other special dietary needs. Substitutions shall be made on a case-by-case basis when supported by a statement of the need for substitutes that includes recommended alternative foods, unless otherwise exempted by the Food and Consumer Services, USDA. Such statement shall in the case of a student with a disability, be signed by a medical doctor or in the case of a non-disabled student, be signed by a recognized medical authority. There will be no additional charge to the student for such substitutions.
- O. Board will make the final determination of the opening and closing dates, and meal serving times of all Board facilities.

IN WITNESS WHEREOF, THE SCHOOL DIVISION and Manager have executed this Agreement as of the date first written above

MANAGER

By: _____

Type/Print Name: _____

Title: _____

COUNTY SCHOOL BOARD OF YORK COUNTY, VIRGINIA

By: _____

SUPERINTENDENT OF SCHOOLS

APPROVED AS TO FORM

COUNTY ATTORNEY

END EXHIBIT 1

CONTRACT FOR SCHOOL FOOD PROGRAMS MANAGEMENT SERVICES

Agreement No. _____

Exhibit 2

Management Fee Schedule

The Manager agrees to operate the Board's school food program according to the terms of this Contract for the 200__ to 200__ school year.

MANAGEMENT FEE: \$ _____
 GENERAL ADMINISTRATIVE CHARGE: \$ _____
 PROJECTED PROGRAM PROFIT/(LOSS): \$ _____

PROJECTED TOTAL NUMBER OF MEALS SERVED IN FIRST YEAR _____

The Manager guarantees to the Board that _____ School Division's Food Service Program revenue will exceed its expenses including, but not limited to, the payment of all direct costs, general administrative charges and management fees by not less than the following amount:

\$ _____

The Board will also be entitled to any revenue in excess of the guaranteed amount.

This guarantee includes the contingency that up to three school days may be cancelled as a result of severe weather or for other reasons beyond the control of the Board.

It is understood and agreed that if the guaranteed revenue is not achieved, the Manager agrees to reduce its Management Fee, and Administrative Charge if necessary, to produce the revenue guaranteed to the Board.

The Board shall pay the Manager the management fee upon receipt of the year end statement audited by a CPA verifying attainment of the revenue criteria stated above.

When requested the Manager will provide banquet meals, defined in the Manager's proposal responding to RFP 1343, for the following charges: Breakfast \$ _____; Lunch \$ _____; Dinner \$ _____ (banquet fee per meal served)

The Manager will provide catering services according to the menu and price list in the Manager's proposal responding to RFP ____.

MANAGER

BOARD

By: _____

By: _____

TITLE: _____

TITLE: _____

Approved as to form:

 County Attorney

RFP 1343 Appendix AMINIMUM FOOD SPECIFICATIONS

Meat/Seafood - All meats, meat products, poultry, poultry products, and fish must be government inspected.

- X Beef, lamb, and veal shall be USDA Grade Choice or better.
- X Pork shall be U.S. No. 1 or U.S. No. 2.
- X Poultry shall be U.S. Government Grade A.
- X Seafood to be top grade, frozen fish must be a nationally distributed brand, packed under continuous inspection of the USDA.

Dairy Products: All dairy products must be Government inspected.

- X Fresh eggs, USDA Grade A or equivalent, 100% candled.
- X Frozen eggs, USDA inspected.
- X Milk pasteurized Grade A.

Fruits and Vegetables:

- X Fresh fruits and vegetables selected according to written specifications for freshness, quality and color - U.S. Grade A Fancy.
- X Canned fruits and vegetables selected to requirements U.S. Grade A Choice or Fancy (Fruit to be packed in light syrup or natural juices).
- X Frozen fruits and vegetables shall be U.S. Grade A Choice or better.

Baked Products:

- X Bread, rolls, cookies, pies, cakes and pudding either prepared or baked on premises or purchased on a quality level commensurate with meeting USDA breakfast and lunch requirements as applicable.

Staple Groceries:

- X Staple groceries to be a quality level commensurate with previously listed standards.

RFP 1343 Appendix B

COST RESPONSIBILITY DETAIL SHEET

The following cost responsibility schedule has been deemed to be a necessary part of this RFP specification. Costs that are not provided for under the standard contract terms and conditions but are necessary for the effective on-site operation of Food Services and are directly incurred for THE SCHOOL DIVISION's operation must be assigned by THE SCHOOL DIVISION prior to the proposal due date and designated below:

DESCRIPTION	Manager	Food Service Dept.	THE SCHOOL DIVISION	N/A
FOOD:				
Food Purchases		X		
Commodity Processing Charges		X		
Processing and Payment of Invoices		X		
LABOR:				
Manager EMPLOYEES:				
Salaries/Wages	X			
Fringe Benefits and Insurance	X			
Retirement	X			
Payroll Taxes	X			
Workers Compensation	X			
Unemployment Compensation	X			
Preparation and Processing of Payroll	X			
THE SCHOOL DIVISION EMPLOYEES:				
Salaries/Wages		X		
Fringe Benefits and Insurance		X		
Retirement		X		
Payroll Taxes		X		
Workers Compensation		X		
Unemployment Compensation		X		
Accounting and budget reporting			X	
Preparation and Processing of Payroll			X	

RFP 1343 Appendix B, Page 2

The items listed below with an asterisk (*) are direct cost items that may or may not apply to each SCHOOL DIVISION. At local discretion, based upon actual practice and need, THE SCHOOL DIVISION should assign cost responsibility for those items applicable to their operation or designate them as not applicable (N/A).

DESCRIPTION	Manager	Food Service Dept.	THE SCHOOL DIVISION	N/A
OTHER EXPENSES:				
*Paper/Disposable Supplies		X		
Cleaning/Janitorial Supplies		X		
*Tickets/Tokens		X		
China/Silverware/Glassware:				
Initial Inventory			X	
Replacement During Operation		X		
Telephone:				
Local			X	
Long Distance		X		
Cell Phone		X		
Uniforms		X		
*Linens		X		
Laundry		X		
Trash Removal:				
From Kitchen			X	
From Dining Area			X	
From Premises			X	
Pest Control			X	
Equipment Replacement:				
Non-expendable			X	
Expendable		X		
Equipment Repair			X	
*Car/Truck Rental (include explanation in RFP)				X
*Vehicle Maintenance				X

*Courier Services (i.e., bank deposits, school deliveries)				X
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RFP 1343 Appendix B, Page 3

DESCRIPTION	Manager	Food Service Dept.	THE SCHOOL DIVISION	N/A
*Storage Costs:				
Food		X		
Supplies		X		
*Office Supplies		X		
*Printing		X		
*Promotional Materials		X		
*Employee Recruitment:				
Initial	X			
Replacement	X			
*Product and Public Liability				
Equipment	X			
Insurance	X			
*Taxes				
Sales	X			
Other	X			
*License Fees	X			
OTHER: (Add other expenses charged to food service. Overhead expenses incurred by the Manager cannot be included.)				

RFP 1343 Appendix B, Page 4

Cleaning Responsibilities are listed below:

DESCRIPTION	Manager	Food Service Dept.	THE SCHOOL DIVISION	N/A
Food Preparation Areas (include equipment)		X		
Serving Areas		X		
Kitchen Floors		X		
Dining Room Floors			X	
Periodic Waxing & Buffing of Dining Room Floors			X	
Restrooms for Foodservice Employees		X		
Grease Traps			X	
Daily Routine Cleaning of Dining Room Tables and Chairs			X	
Thorough Cleaning of Dining Room Tables and Chairs			X	
Cafeteria Walls			X	
Kitchen Walls		X		
Light Fixtures			X	
Windows			X	
Window Coverings			X	
Hoods			X	
Grease Filters			X	
Duct Work			X	
Exhaust Fans			X	
OTHER: (List below)				

RFP 1343 Appendix C

CERTIFICATE OF INDEPENDENT PRICE DETERMINATION

Both THE SCHOOL DIVISION and Food Service Management Company (Offeror) shall execute this Certificate of Independent Price Determination.

NAME OF FOOD SERVICE MANAGEMENT COMPANY

THE SCHOOL DIVISION

(A) By submission of this offer, the Offeror certifies and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:

(1) The prices in this offer have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Offeror or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other Offeror or to any competitor; and

(3) No attempt has been made or will be made by the Offeror to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.

(B) Each person signing this offer on behalf of the Food Service Management Company certifies that:

(1) He or she is the person in the Offerors organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or

(2) He or she is not the person in other Offerors organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this Food Service Management Company, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

SIGNATURE OF FOOD SERVICE MANAGEMENT
COMPANY'S AUTHORIZED REPRESENTATIVE

TITLE

DATE

In accepting this offer, THE SCHOOL DIVISION certifies that no representative of THE SCHOOL DIVISION has taken any action which may have jeopardized the independence of the offer referred to above.

SIGNATURE OF SCHOOL FOOD AUTHORITY'S
AUTHORIZED REPRESENTATIVE

TITLE

DATE

RFP 1343 Appendix D**U. S. DEPARTMENT OF AGRICULTURE****CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY
AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency with which this transaction originated.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award Number or Project Name

Names(s) and Title(s) of Authorized Representative(s)

Signature(s)

Date

RFP 1343 Appendix D, Page 2**Instructions for Certification**

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

RFP 1343 Appendix E**CLEAN AIR AND WATER CERTIFICATE**

Applicable if the contract exceeds \$100,000 or the Contracting Officer has determined that the orders under an indefinite quantity contract in any one year will exceed \$100,000 or a facility to be used has been the subject of a conviction under the Clean Air Act (41 U.S.C. 1857c-8(c) (1) or the Federal Water Pollution Control Act 33 1319(d) and is listed by EPA or the contract is not otherwise exempt. Both the School Food Authority (THE SCHOOL DIVISION) and Food Service Management Company (Offeror) shall execute this Certificate.

NAME OF FOOD SERVICE MANAGEMENT COMPANY _____

NAME OF SCHOOL FOOD AUTHORITY _____

THE FOOD SERVICE MANAGEMENT COMPANY AGREES AS FOLLOWS:

- A. To comply with all the requirements of Section 114 of the Clean Air Act, as amended (41 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports and information as well as other requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued thereunder before the award of this contract.
- B. That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless and until the EPA eliminates the name of such facility or facilities from such listing.
- C. To use his/her best efforts to comply with clean air standards and clean water standards at the facilities in which the contract is being performed.
- D. To insert the substance of the provisions of this clause in any nonexempt subcontract, including this paragraph.

THE TERMS IN THIS CLAUSE HAVE THE FOLLOWING MEANINGS:

- A. The term "Air Act" means the Clean Air Act, as amended (41 U.S.C. 1957 et seq., as amended by Public Law 91-604).
- B. The term "Water Act" means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Public Law 92-500).
- C. The term "Clean Air Standards" means any enforceable rules, regulations, guidelines, standards, limitations, orders, controls, prohibitions, or other requirements which are contained in, issued under, or otherwise adopted pursuant to the Air Act or Executive Order 11738, an applicable implementation plan as described in section 110(d) of the Clean Air Act (42 U.S.C. 1957c-5(d)), an approved implementation procedure or plan under Section 111(c) or Section 111(d), respectively, of the Air Act (42 U.S.C. 1857c-6(c) or (d)), or approved implementation procedure under Section 112(d) of the Air Act (42 U.S.C. 1857c-7(d)).
- D. The term "Clean Air Standards" means any enforceable limitation, control, condition, prohibition, standard, or other requirement which is promulgated pursuant to the Water Act or contained in a permit issued to a discharger by the Environmental Protection Agency or by a State under an approved program, as authorized by Section 402 of the Water Act (33 U.S.C. 1342) or by local government to ensure compliance with pretreatment regulations as required by Section 307 of the Water Act (33 U.S.C. 1317).
- E. The term "Compliance" means compliance with clean air or water standards. Compliance shall also mean compliance with a schedule or plan ordered or approved by a court of competent jurisdiction, the Environmental Protection Agency or an Air or Water Pollution Control Agency in accordance with the requirements of the Air Act or Water Act and regulations issued pursuant thereto.
- F. The term "facility" means any building, plant, installation, structure, mine, vessel, or other floating craft, location or sites of operations, owned, leased or supervised by the Food Service Management Company.

SIGNATURE OF FOOD SERVICE MANAGEMENT
COMPANY'S AUTHORIZED REPRESENTATIVE

TITLE

DATE

SIGNATURE OF SCHOOL FOOD AUTHORITY'S
AUTHORIZED REPRESENTATIVE

TITLE

DATE

RFP 1343 Appendix F**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

1. Type of Federal Action: _____ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: _____ a. bid/offer/application b. initial award c. post-award	3. Report Type: _____ a. initial filing b. material change For Material Change Only: Year _____ Quarter _____ Date of Last Report
4. Name and Rt. 647 of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if known: Congressional District, if known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Rt. 647 of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable:	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Rt. 647 of Lobbying Entity: (if individual, last name, first name, middle) (Attach Continuation Sheet(s))	10. b. Individuals Performing Services (including address if different from No. 10, a.) (last name, first name, middle) SF-LLL-A If Necessary)	
11. Amount of Payment (check all that apply): \$ _____ _____ Actual _____ Planned	13. Type of payment (check all that apply): ____ a. retainer ____ b. one-time fee ____ c. commission ____ d. contingent fee ____ e. deferred ____ f. other; specify: _____	
12. Form of Payment (check all that apply): ____ a. cash ____ b. in-kind; specify: Nature _____ Actual _____		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or member(s) contracted for Payment indicated in Item 11: (Attach Continuation Sheet(s) SF-LLL-A, if necessary)		
15. Are Continuation Sheet(s) SF-LLL-A Attached:	Yes _____ (Number _____)	No _____
16. Information requested through this form is authorized by Title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone: _____ Date: _____	
Federal Use Only:	Authorized for Local Reproduction Standard Form – LLL	

SF-LLL

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DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET
SF-LLL-A

Reporting Entity: _____ Page _____ of _____

RFP 1343 Appendix F, Page 3**INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES**

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use of SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) Number, Invitation for Bid (IFB) Number; grant announcement number; the contract, grant or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check all that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check all that apply. If other, specify nature.

14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the

RFP 1343 Appendix F, Page 4

date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.

15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached. List number of sheets if yes.

16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-00046), Washington, D.C. 20503.

RFP 1343 APPENDIX G

YORK COUNTY SCHOOL DIVISION FOOD SERVICE STATISTICAL PROFILE
School Support Services

1. York County School Division
302 Dare Road
Yorktown VA 23693
Telephone # 757-898-0300
2. Superintendent: Dr. Stephen Staples, Ed.D
Deputy Superintendent for Operations: Mr. Richard Hixson (757) 898-0436
Chief Financial Officer: Mr. Dennis Jarrett (757) 898-0449
Director of Maintenance & Facilities Support: Mr. Larry Hoskins (757) 898-0472

Other Individuals Involved in Contacts with Management Company
Ms. Estelle Campbell, Manager of Food Services (757) 898-0485
Ms Linda Irby, Asst. Manager of Food Services (757) 898-0475
3. Current student enrollment and staff.
 - a. See Worksheet #1 for average student membership by school in each school for the last three years. Four schools had full day Kindergarten participation in the lunch program in 2002-03. The remaining six elementary schools will commence full day kindergarten in September 2003.
 - b. See Worksheet #2 for the number of teachers and staff (other than food service per school).
4. A breakdown of current participation and average daily attendance rates including lunch and breakfast
 - total meals served indicating number of paid, reduced price, and free students
 - number of adult paid meals
 - monthly serving days for each school
 - Headstart and Meals on Wheels programs
 can be provided electronically upon request for the 2002-03 school year.
5. All school campuses are closed and meals are prepared on site. Serving times are shown below.

	Breakfast	Lunch
BETHEL MANOR ELEMENTARY	8:30-9:00	10:30 – 12:30
COVENTRY ELEMENTARY	8:15-8:45	10:50 - 12:40
DARE ELEMENTARY	8:30-9:00	10:50 – 12:20
GRAFTON BETHEL ELEMENTARY	8:20-8:45	10:50 - 12:40
MAGRUDER ELEMENTARY	8:30-9:00	10:45 - 1:10
MOUNT VERNON ELEMENTARY	8:30-9:00	11:00 - 1:05
SEAFORD ELEMENTARY	8:30-8:45	10:50 – 12:40
TABB ELEMENTARY	8:30-9:00	11:25 – 1:00
WALLER MILL ELEMENTARY	8:30-9:00	11:30 - 12:00
YORK ELEMENTARY	8:30-9:00	11:10 – 1:00
GRAFTON MIDDLE	x	10:40 – 1:09
QUEENS LAKE MIDDLE	7:30-8:00	10:45 - 12:40

TABB MIDDLE	x	10:38 – 12:42
RFP 1343 Appendix G, Page 2		
YORK MIDDLE	x	11:05 – 12:55
BRUTON HIGH	x	10:30 – 12:00
TABB HIGH	x	9:55 – 12:05
YORK HIGH	7:15-7:45	10:20 – 12:00
GRAFTON HIGH	x	10:30 – 12:05

6. Worksheet #3 provides a Food Service staff roster listing employees by name, title or job, current hourly rates and hours worked at the indicated school. Food Service staff includes one handicapped worker. Managers are eligible for a participation bonus. As per the SOP, for every 50 reimbursable meals and paid adult meal above 350 served, managers will receive a \$300.00 production-bonus.

Also, the salary for the Manager of Food Service, eight hours daily for twelve month, FLSA exempt, \$40,866.00, and her/his assistant, eight hours for 217 days, FLSA non-exempt, \$24,728.00 are charged to the food service account. All food service employees are paid from food service account. No other district employees are paid from food service account.

Food service workers are paid for the following schedule, including preparing for opening & closing, and in-service raining days - School Managers 195; Cafeteria Employees 180.

Food Service workers' compensable time is measured with the Kronos electronic time and attendance system. All workers possess Kronos cards which also serve as a photo ID cards for employees.

7. Fringe benefits package for food service employees per full time equivalent (FTE).
- A 5 hour per day schedule is the threshold for full time employment (FTE) status. Benefits are proportional for part time employees. All employees are eligible for sick and personal leave.
 - Three personal days yearly and one day sick leave accumulated at end of each month.
 - Employees are not paid for holidays and vacation days
 - Any accumulated sick days can be carried over to the following year. At year's end any remaining personal days are carried over sick days. Employees receive bonus pay if no sick or personal days are taken during the school year.
 - Upon retirement personnel are reimbursed for up to 100 days of accumulated sick leave at the rate of twenty (\$20.00) per day.
 - Fringe benefits are charged to the food service budget.
 - Medical benefits are paid for 12 months.
 - Pay increase for FY04 is 2% over FY03 rates, plus a longevity increase on the employee's anniversary date.
 - Food service employees receive paychecks over 10 (ten) months for days worked.
 - Food service employees have a paid twenty minute lunch break.

Worksheet #4 provides a summary of benefits and the FY04 Food Service staff benefits budget.

8. See Tab G1 for a copy of Food Service Employee Policy, Objectives and Procedures handbook.
9. Information on average daily a-la-carte sales (all cash sales other than reimbursable breakfast and lunch

meals, e.g., snack bar sales, milk sales, ice cream sales) available upon request.

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10. See Tab G2 for a copy of the 2003-04 School Year Calendar. The total number of cafeteria service days in the school calendar - High School 168 Middle 170 Elementary 177
11. Food service provides catering services for school or outside functions (banquets, cakes, meat platters, etc.) The average annual income \$16,000.00. See Tab G3 for the list of catering service and prices.
12. See Worksheet # 5 for copies of the "Reimbursement Claim Form" for the school years 2001-02, and 2002-03.
13. See Worksheet #6 for copies of food service generated operating statements and budget. Direct expenses charged to food service are reflected on the operating budget
14. See Worksheet #6 for financial statements showing expenditures and income figures for the school year 2000-01, 2001-02 .
15. See Worksheet #7 for copies of the child nutrition portion of the districts audit report for 2000-01 and 2001-02.
16. CAFS software system is used to record students' meal transactions and pre-pay accounts. Individual school managers are responsible for maintaining individual student and staff accounts.
17. Manager of Food Services handles the administration of the free and reduced priced meal applications.
18. The district's past school year state matching funds - \$48,968.97
19. York County School Division anticipates enrolling 250 additional students in 2003-04 for a total enrollment of 12,500.
20. Reimbursable meals prices:

<u>Breakfast</u>	2002-03	2003-04
Elementary	.75	.75
Middle & High School	.95	.95
Reduced	.30	.30
Adult	1.05	1.05
<u>Lunch</u>		
Elementary	1.55	1.65
Middle & High School	1.65	1.75
Value Meal	2.05	2.15
Reduced	.40	.40
Adult	2.15	2.25
Adult Value Meal	2.55	2.65

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21. A complementary sweet roll or cookie tray is prepared once a month for teachers and staff as a good will gesture.
22. A-la-carte items are available in all schools.
23. See Worksheet #8 for a-la-carte menu prices.
24. Food service workers receive a free meal daily as well as the warehouse delivery person for food service.
25. See Worksheet # 9 for the current menus used for each of the schools.
26. As of June 11, 2003 student eligibility for free and reduced price meals were:

School	Free	Reduce price
Bruton High (BHS)	58	35
Tabb High (THS)	32	51
York High (YHS)	71	29
Queens Lake Middle (QLMS)	60	42
Tabb Middle (TMS)	34	84
Yorktown Middle (YMS)	90	30
Bethel Manor Elementary (BMES)	37	113
Coventry Elementary (CES)	18	11
Dare Elementary (DES)	26	25
Grafton Bethel Elementary (GBES)	33	19
Mt. Vernon Elementary (MVES)	23	29
Magruder Elementary (MES)	98	69
Seaford Elementary (SES)	18	15
Tabb Elementary (TES)	42	69
Waller Mill Elementary (WMES)	28	17
Yorktown Elementary (YES)	110	37
Grafton Complex (GC)	64	75
Grand Total	842	750

27. See Tab G4 for directions to and addresses of each school.
28. Food Service has a central warehouse in York County School Division. Distribution costs and storage are not charged to food service. Food Service has a contract through June 30, 2004 with SYSCO of HRDS for storing and delivery of USDA commodities.
29. The cost of utilities, software and hard ware system maintenance and kitchen equipment maintenance is not charged to the Food Service budget.
30. Food service personnel are not responsible for cleaning dining room tables, chairs, or floors. They are solely responsible for the kitchen, the serving area and the food service restroom as indicated in RFP

Appendix B.

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31. See Worksheet #10 for sample pricing showing the district's purchasing program.
32. Kitchens are equipped with walk-in refrigerators and freezers with the ages indicated below.

Elementary School	Installed	Middle Schools	Installed	High Schools	Installed
BMES	'95	GMS	'96	BHS	'02
CES	'95	QLMS	'97	GHS	'96
DES	'97	TMS	'93	THS	'73
GBES	'95	YMS	'93	YHS	'95
MES	'95				
MVES	'94				
SES	'97				
TES	'94				
WMES	'97				
YES	'93				

33. The kitchens at CES and BHS were renovated in 2002. The serving lines at YHS were renovated in 2001. The kitchen at QLMS is undergoing renovation during FY04.
34. The student body of QLMS is located at BHS for the 2003-2004 school year while the QLMS building undergoes renovation and expansion. QLMS students will be served from the BHS kitchen for the 2003-2004 school year.

Appendix G - Worksheet #1

Average membership per school including Kindergarten

	2000/2001	2001/2002	2002/2003
Bethel Manor Elementary	553	529	435
Coventry Elementary	742	678	612
Dare Elementary	377	393	416
Grafton Bethel Elementary	562	638	566
Magruder Elementary	559	522	508
Mt Vernon Elementary	522	590	519
Seaford Elementary	499	477	426
Tabb Elementary	641	648	533
Waller Mill Elementary	202	259	286
Yorktown Elementary	389	378	423
Queens Lake Middle	474	517	491
Tabb Middle	836	971	987
Yorktown Middle	574	609	631
Bruton High	555	575	616
Tabb High	1084	1108	1173
York High	877	857	905
Grafton Middle & High	2174	2141	2155

Full day Kindergarten participation in lunch program 2002/2003

Dare Elementary

Magruder Elementary

Waller Mill Elementary

Yorktown Elementary

Appendix G - Worksheet # 2
Staff Census Per School Campus

LICENSED AND NONLICENSED PERSONNEL PER LOCATION

LOCATION	LICENSED	NONLICENSED	TOTAL
Bethel Manor Elementary	44	25	69
Coventry Elementary	43	24	67
Dare Elementary	35	21	56
Grafton Bethel Elementary	41	23	64
Magruder Elementary	45	20	65
Mt. Vernon Elementary	37	14	51
Seaford Elementary	36	16	52
Tabb Elementary	46	20	66
Waller Mill Elementary	26	14	40
Yorktown Elementary	41	18	59
Grafton Middle	61	17	78
Queens Lake Middle	41	20	61
Tabb Middle	61	16	77
Yorktown Middle	45	16	61
Grafton High	84	37	121
Bruton High	46	33	79
Tabb High	76	28	104
York High	68	30	98

Appendix G - Worksheet # 3

Food Service Staff Roster With Pay Rates

School	Worker	Hours	Salary	Hours	
BMES	Bethel Monica	3	\$8.70	10:30-1:30	worker
	Duncan Linda	7.5	\$8.88	7:00-2:30	manager
	Hutsel Josie	6	\$11.65	7:30 1:30	cook/server
	Kennemur Mary	6	\$11.21	7:30 1:30	prep/cashier
	Sites Lisa	6	\$9.40	7:30 1:30	cook/cashier
	Total	28.5			
CES	Baston Virginia	6	\$10.57	7:30-1:30	prep/server
	Brooks Julia	6	\$7.90	7:30-1:30	cook/cashier
	Fannin Adelaid	4	\$7.00	9:30-10:30	worker
	Collins Doris F.	6	\$11.65	7:30-1:30	prep/cashier
	Teabo Deborah	7.5	\$10.08	7:00-2:30	manager
	Total	29.5			
DES	Black Othella	5	\$8.70	9:00-2:00	prep/cashier
	Burnett Christian	3	\$8.13	9:00-12:00	worker/mentally challenged
	Javier Lori	7.5	\$10.88	7:00-2:30	manager
	Singleton Mary	6	\$11.21	7:30-1:30	cook/server
	Total	21.5			
GBES	Blackwell Andrea	7.5	\$12.85	7:00-2:30	manager
	Deason Janice	6	\$8.13	7:30-1:30	prep/server
	Johnson Pamela	4.5	\$7.55	9:30-2:00	prep/server
	Miller Joyce	6	\$10.57	7:30-2:00	prep/cashier
	Summersett Delores	6	\$7.90	7:30-1:30	cook
	Zimmerman Gabrielle	5	\$7.55	9:00-2:00	prep/cashier
	Total	35			
MES	Ford Sheila	6	\$11.65	8:00-2:00	cook/server
	James Vivian	6	\$11.65	8:00-2:00	cook server
	Lawrence Diane	6	\$7.67	8:00-2:00	prep/cashier
	Shoulders Rosalyn	7.5	\$13.10	7:00-2:30	manager
	Total	25.5			
MVES	Barry Alice	7.5	\$10.08	7:00-2:30	manager
	Montee Michelle	6	\$7.67	8:00-2:00	prep/server
	Slack Sue	6	\$10.57	8:00-2:00	prep/server
	Wallace Pamela	4	\$9.40	10:00-2:00	prep/cashier
	White Barbara	6	\$11.21	8:00-2:00	cook/cashier
	Total	29.5			

SES	Andress Barbara	7.5	\$13.10	7:00-2:30	manager
	Bell Debra	6	\$10.57	7:30-1:30	cook/cashier
	Harrison Pamela	5	\$11.21	8:30-1:30	prep
	Key Laurie	5	\$8.70	9:30-1:30	prep/server
	Total	23.5			
TES	Bussell Charlene	3	\$9.40	10:45-1:45	server/cashier
	Fisher Serena	6	\$8.13	7:45-1:45	cook/cashier
	Irby Martin Sue	7.5	\$13.10	6:30-2:00	manager
	Stoval Ursula	3	\$10.57	10:45-1:45	prep/cashier
	Taylor Cathy	3	\$7.55	10:45-1:45	server
	Wicks Helen	6	\$10.57	7:45-1:45	prep/server
	Total	28.5			
WMES	Parrott Zennie	7.5	\$12.23	7:00-2:30	manager
	Wathins Sharon	5	\$7.55	8:30-1:30	cook/server
	Total	12.5			
YES	Deville Zenda	7.5	10.08	7:00-2:30	manager
	Gray Kay	6	\$7.67	8:00-2:00	prep/server
	Karpa Julianna	5.5	\$11.66	9:00-2:00	prep/server
	Sears Cynthia	6	\$10.06	8:00-2:00	cook/server
	Wright Linda	6	\$8.13	8:00-2:00	prep/cashier
	Total	31			
QLMS	Bynum-Taylor Wanda	6	\$7.90	7:30-1:30	prep/server
	Collins I. Doris	6	\$7.90	7:30-1:30	prep/server
	Griffin Annette	6	\$8.13	10:30-1:30	manager in training
	James Angeletta	6	\$7.90	7:30-1:30	cook/cashier
	Wilson Valery	7.5	\$11.99	7:00-2:30	manager
	Total	31.5			
TMS	Dugan Jane	7.5	\$10.08	7:00-2:30	manager
	Beckley Wilie	7.5	\$7.55	7:00-2:30	manager in training
	Kelly Wenddy	3	\$7.55	10:30-1:30	server/runner
	Lynch Rose	6	\$10.06	7:30-1:30	prep/server
	Perry Shirley	6	\$9.40	7:30-1:30	prep/cashier
	Schauer Anne Marie	3	\$8.13	10:30-1:30	server
	Splinter Sally Ann	5	\$7.67	8:30-1:30	cook/cashier
	Dorothy Lonergan	5	\$8.70	8:30-1:30	prep/server
	Total	43			
YMS	Almond Brenda	7.5	\$12.23	7:00-2:30	manager
	Armstrong Olga	6	\$8.13	7:30-1:30	prep/ server/runner
	Chisman Emma	6	\$11.65	7:30-1:30	cook/cashier

	Fink Peggy	6	\$11.65	7:30-1:30	prep/serve/runner
	Wang ChiChe	6	\$7.67	7:45-1:45	prep/server/runner
	Total	31.5			
BHS	Banks Sheila	6	\$7.67	7:00-1:00	prep/server
	Mc Koy Bessie	6	\$10.36	7:00-1:00	cook/cashier
	Mosley Elizabeth	7.5	\$9.14	6:30-2:00	manager
	Yahee Kim	3	7.00	10:00-1:00	server/sub
	Total	22.5			
THS	Blanks Denise	6	\$8.13	7:30-1:30	prep/cashier
	Bowman Regina	3	\$7.90	10:00-1:00	server
	Burns Nancy	4	\$7.90	9:00-1:00	server/runner
	Campbell Maureen	7.5	\$13.10	7:00-2:30	manager
	Gibbons Jessica	6	\$7.55	7:00-1:00	prep/cashier
	Hogge Maria	6	\$8.13	7:00-1:00	cook/cashier
	Kelly Patricia	4	\$8.71	9:00-1:00	prep/server
	Misuk MacClean	6	\$7.67	9:00-1:00	prep/server
	Total	42.5			
YHS	Carter Maggie	6	\$9.40	7:15-1:15	prep/server
	Hepner Evelyn	3	\$8.70	10:15-1:15	server
	Hines Cecilia	6	\$10.57	7:15-1:15	prep/cashier
	King Billie	7.5	\$13.10	6:30-2:00	manager
	Wallace Edith	6	\$10.06	7:15-1:15	cook/server
	Total	28.5			
GC	Alexander Kimberly	6	\$7.55	8:00-2:00	prep/server
	Bailey Diane	6	\$10.57	8:00-2:00	prep/cashier
	Baker Nulang	6	\$9.40	8:00-2:00	prep/server
	Bergquist Tamara	6	\$8.13	8:00-2:00	prep/cashier
	Darouse Sandra	7.5	\$12.98	6:30-2:00	manager
	Dong Jaripon	6	\$7.90	8:00-2:00	prep/server
	Gibbs Cherie	6	\$7.90	8:00-2:00	prep/cashier
	Jackson Jo Ann	6	\$10.36	8:00-2:00	cook
	Kagerer Susan	6	\$10.06	8:00-2:00	prep/cashier
	Kerchner Irene	6	\$10.57	8:00-2:00	prep/cashier
	Mosley Liz	7.5	\$12.23	6:30-2:00	kitchen manager
	Makowski Mayra	6	\$8.13	8:00-2:00	prep/server
	Pickett Robin	6	\$7.90	8:00-2:00	prep/server
	Reynolds Peggy Jo	6	\$8.70	8:00-2:00	prep/server
	Ulrich Cheryl	6	\$10.36	8:00-2:00	prep/cashier
	Total	93			

PEOPLE WHO WANT TO TRANSFER IN SEPTEMBER

Dorothy Longhren	5 hours
Yokee Kim	permanent

Wendy Kelly permanent 6 hours at THS
 Olga Armstrong near home
 Virginia Baston near the bridge
 Doris Collins lower York
 Pamela Johnson wants 6 hours closest
 Denise Blanks
 Aldelaine Failin permanent 3 hours at CES
 Annette Griffin manager training
 Willie Faye Beckley manager training
 transfer Liz to GC and Valery to BHS for the year.

School	Hours	Sept	Oct	Nov	Dec.	Jan	Feb.	March	April
BMES		28.5	28.5	28.5	28.5	28.5	28.5	28.5	28.5
CES		35.5	35.5	35.5	35.5	29.5	29.5	29.5	29.5
DES		22	21.5	21.5	21.5	21.5	21.5	21.5	21.5
GBES		34.5	35	35	35	35	41	35	35
MES		16.5	25.5	25.5	25.5	25.5	25.5	25.5	25.5
MVES		29.5	29.5	29.5	29.5	29.5	29.5	29.5	29.5
SES		23.5	23.5	23.5	23.5	23.5	23.5	23.5	23.5
TES		28.5	31.5	31.5	31.5	31.5	31.5	28.5	28.5
WMES	12.5	12.5	12.5	12.5	12.5	12.5	12.5	12.5	
YES		31	31	31	31	31	31	31	31
QLMS		31.5	31.5	31.5	31.5	31.5	31.5	31.5	31.5
TMS		41.5	41.5	41.5	38.5	38.5	41.5	35.5	35.5
YMS		31.5	31.5	31.5	31.5	31.5	31.5	31.5	31.5
BHS		25.5	25.5	25.5	19.5	37.5	22.5	22.5	22.5
THS		42.5	42.5	42.5	42.5	42.5	42.5	42.5	42.5
YHS		28.5	28.5	28.5	28.5	28.5	28.5	28.5	28.5
GC		87	93	87	87	87	100.5	100.5	100

Appendix G – Worksheet #4

YORK COUNTY SCHOOL DIVISION – BENEFITS

FULL TIME

Eligible for:

- 1) VRS Retirement
- 2) VRS Life Insurance
- 3) VRS Optional Life Insurance
- 4) Health Insurance
- 5) Dental Insurance
- 6) Premium Conversion
- 7) Flexible Spending Account
- 8) Tax Sheltered Annuities
- 9) Reach Employee Assistance Program
- 10) Virginia College Savings Plans

PERMANENT PART TIME

Eligible for:

- 1) Health – prorated on percentage of employment
- 2) Dental – prorated on percentage of employment
- 3) Premium Conversion
- 4) Flexible Spending Account
- 5) Tax Sheltered Annuities
- 6) Virginia College Savings Plans

OTHER PROGRAMS AVAILABLE FOR PAYROLL DEDUCTIONS

- 1) Disability Insurance
- 2) Critical Care Insurance
- 3) Legal Resources
- 4) Direct Deposit
- 5) Langley Federal Credit Union and Virginia Educators Credit Union –
Monthly Allotment or Direct Deposit
- 6) U.S. Savings Bonds

COUNTY OF YORK, VIRGINIA
REQUEST FOR PROPOSALS

RFP

Issue Date: August __, 2003

RFP No. 1343

Foodservice Operations and Management Services

APPENDIX G

Worksheet #5

FY02 (14 pages)

&

FYO3 (12 pages)

SNP Monthly Reimbursement Reports

SNP Monthly Reimbursement by SNP Unit Report - (SNP017)
Virginia Department of Education, School Nutrition Program (SNPweb)
 Purpose: Listing of SNP Monthly Reimbursement by SNP Unit between JUL-2001 and JUN-2002
 Prepared: July 2, 2003

Paid Reimbursement	Reduced Reimbursement	Free Reimbursement	Total Reimbursement
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July / 2001**York County Public Schools**

MAGRUDER ELEM.

Lunch	\$7.60	\$8.45	\$64.79	\$80.84
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Regular breakfast	\$0.42	\$0.00	\$3.45	\$3.87
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MAGRUDER ELEM. Totals	\$8.02	\$8.45	\$68.24	\$84.71
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YORKTOWN ELEM.

Lunch	\$5.40	\$20.28	\$133.76	\$159.44
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Regular breakfast	\$2.73	\$5.95	\$54.05	\$62.73
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YORKTOWN ELEM. Totals	\$8.13	\$26.23	\$187.81	\$222.17
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York County Public Schools Totals

TOTAL of All Programs	\$16.15	\$34.68	\$256.05	\$306.88
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July / 2001 Totals

TOTAL of All Programs	\$16.15	\$34.68	\$256.05	\$306.88
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August / 2001**York County Public Schools**

MAGRUDER ELEM.

Lunch	\$83.00	\$351.52	\$796.29	\$1,230.81
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Regular breakfast	\$14.49	\$59.50	\$217.35	\$291.34
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MAGRUDER ELEM. Totals	\$97.49	\$411.02	\$1,013.64	\$1,522.15
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YORKTOWN ELEM.

Lunch	\$73.40	\$251.81	\$1,542.42	\$1,867.63
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Regular breakfast	\$47.67	\$96.05	\$731.40	\$875.12
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YORKTOWN ELEM. Totals	\$121.07	\$347.86	\$2,273.82	\$2,742.75
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York County Public Schools Totals

TOTAL of All Programs	\$218.56	\$758.88	\$3,287.46	\$4,264.90
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August / 2001 Totals

TOTAL of All Programs	\$218.56	\$758.88	\$3,287.46	\$4,264.90
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September / 2001**York County Public Schools**

BETHEL MANOR ELEM.

Lunch	\$557.60	\$2,524.86	\$2,018.94	\$5,101.40
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Regular breakfast	\$55.86	\$107.95	\$405.95	\$569.76
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BETHEL MANOR ELEM. Totals	\$613.46	\$2,632.81	\$2,424.89	\$5,671.16
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BRUTON HIGH

Lunch	\$556.60	\$371.80	\$731.50	\$1,659.90
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BRUTON HIGH Totals	\$556.60	\$371.80	\$731.50	\$1,659.90
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COVENTRY ELEM.

Lunch	\$1,080.60	\$169.00	\$403.37	\$1,652.97
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Regular breakfast	\$43.68	\$9.35	\$9.20	\$62.23
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COVENTRY ELEM. Totals	\$1,124.28	\$178.35	\$412.57	\$1,715.20
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DARE ELEM.

Lunch	\$646.00	\$307.58	\$639.54	\$1,593.12
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Regular breakfast	\$20.79	\$49.30	\$170.20	\$240.29
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DARE ELEM. Totals	\$666.79	\$356.88	\$809.74	\$1,833.41
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GRAFTON BETHEL ELEM.

Lunch	\$1,020.20	\$544.18	\$564.30	\$2,128.68
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Regular breakfast	\$65.94	\$1.70	\$51.75	\$119.39
GRAFTON BETHEL ELEM. Totals	\$1,086.14	\$545.88	\$616.05	\$2,248.07
GRAFTON HIGH				
Lunch	\$2,857.60	\$1,204.97	\$1,314.61	\$5,377.18
GRAFTON HIGH Totals	\$2,857.60	\$1,204.97	\$1,314.61	\$5,377.18
MAGRUDER ELEM.				
Lunch	\$588.60	\$922.74	\$2,081.64	\$3,592.98
Regular breakfast	\$17.85	\$68.00	\$411.70	\$497.55
MAGRUDER ELEM. Totals	\$606.45	\$990.74	\$2,493.34	\$4,090.53
MT. VERNON ELEM.				
Lunch	\$967.20	\$775.71	\$501.60	\$2,244.51
Regular breakfast	\$12.18	\$5.10	\$72.45	\$89.73
MT. VERNON ELEM. Totals	\$979.38	\$780.81	\$574.05	\$2,334.24
QUEENS LAKE MIDDLE				
Lunch	\$959.20	\$736.84	\$1,881.00	\$3,577.04
Regular breakfast	\$34.86	\$58.65	\$342.70	\$436.21
QUEENS LAKE MIDDLE Totals	\$994.06	\$795.49	\$2,223.70	\$4,013.25
SEAFORD ELEM.				
Lunch	\$813.60	\$314.34	\$622.82	\$1,750.76
Regular breakfast	\$62.58	\$42.50	\$78.20	\$183.28
SEAFORD ELEM. Totals	\$876.18	\$356.84	\$701.02	\$1,934.04
TABB ELEM.				
Lunch	\$857.20	\$1,370.59	\$1,523.61	\$3,751.40
Regular breakfast	\$21.00	\$28.90	\$181.70	\$231.60
TABB ELEM. Totals	\$878.20	\$1,399.49	\$1,705.31	\$3,983.00
TABB HIGH				
Lunch	\$892.60	\$677.69	\$532.95	\$2,103.24
TABB HIGH Totals	\$892.60	\$677.69	\$532.95	\$2,103.24
TABB MIDDLE				
Lunch	\$1,325.40	\$1,644.37	\$1,134.87	\$4,104.64
TABB MIDDLE Totals	\$1,325.40	\$1,644.37	\$1,134.87	\$4,104.64
WALLER MILL ELEM.				
Lunch	\$329.40	\$169.00	\$568.48	\$1,066.88
Regular breakfast	\$25.62	\$17.85	\$110.40	\$153.87
WALLER MILL ELEM. Totals	\$355.02	\$186.85	\$678.88	\$1,220.75
YORK HIGH				
Lunch	\$697.00	\$454.61	\$1,308.34	\$2,459.95
Regular breakfast	\$15.12	\$24.65	\$179.40	\$219.17
YORK HIGH Totals	\$712.12	\$479.26	\$1,487.74	\$2,679.12
YORKTOWN ELEM.				
Lunch	\$476.40	\$888.94	\$5,013.91	\$6,379.25
Regular breakfast	\$138.39	\$238.00	\$1,995.25	\$2,371.64
YORKTOWN ELEM. Totals	\$614.79	\$1,126.94	\$7,009.16	\$8,750.89
YORKTOWN MIDDLE				
Lunch	\$907.00	\$736.84	\$3,053.49	\$4,697.33
YORKTOWN MIDDLE Totals	\$907.00	\$736.84	\$3,053.49	\$4,697.33
York County Public Schools Totals				
TOTAL of All Programs	\$16,046.07	\$14,466.01	\$27,903.87	\$58,415.95
September / 2001 Totals				
TOTAL of All Programs	\$16,046.07	\$14,466.01	\$27,903.87	\$58,415.95
October / 2001				
York County Public Schools				
BETHEL MANOR ELEM.				

Lunch	\$736.40	\$3,217.76	\$2,702.37	\$6,656.53
Regular breakfast	\$83.37	\$162.35	\$670.45	\$916.17
BETHEL MANOR ELEM. Totals	\$819.77	\$3,380.11	\$3,372.82	\$7,572.70
BRUTON HIGH				
Lunch	\$601.20	\$633.75	\$1,220.56	\$2,455.51
BRUTON HIGH Totals	\$601.20	\$633.75	\$1,220.56	\$2,455.51
COVENTRY ELEM.				
Lunch	\$1,316.00	\$238.29	\$604.01	\$2,158.30
Regular breakfast	\$75.39	\$8.50	\$28.75	\$112.64
COVENTRY ELEM. Totals	\$1,391.39	\$246.79	\$632.76	\$2,270.94
DARE ELEM.				
Lunch	\$802.20	\$415.74	\$836.00	\$2,053.94
Regular breakfast	\$40.95	\$84.15	\$311.65	\$436.75
DARE ELEM. Totals	\$843.15	\$499.89	\$1,147.65	\$2,490.69
GRAFTON BETHEL ELEM.				
Lunch	\$1,249.80	\$753.74	\$746.13	\$2,749.67
Regular breakfast	\$84.84	\$36.55	\$81.65	\$203.04
GRAFTON BETHEL ELEM. Totals	\$1,334.64	\$790.29	\$827.78	\$2,952.71
GRAFTON HIGH				
Lunch	\$3,571.20	\$1,698.45	\$1,623.93	\$6,893.58
GRAFTON HIGH Totals	\$3,571.20	\$1,698.45	\$1,623.93	\$6,893.58
MAGRUDER ELEM.				
Lunch	\$728.40	\$2,009.41	\$3,180.98	\$5,918.79
Regular breakfast	\$26.88	\$122.40	\$672.75	\$822.03
MAGRUDER ELEM. Totals	\$755.28	\$2,131.81	\$3,853.73	\$6,740.82
MT. VERNON ELEM.				
Lunch	\$1,149.20	\$1,225.25	\$930.05	\$3,304.50
Regular breakfast	\$14.70	\$17.85	\$82.80	\$115.35
MT. VERNON ELEM. Totals	\$1,163.90	\$1,243.10	\$1,012.85	\$3,419.85
QUEENS LAKE MIDDLE				
Lunch	\$1,076.00	\$1,292.85	\$2,618.77	\$4,987.62
Regular breakfast	\$47.46	\$114.75	\$653.20	\$815.41
QUEENS LAKE MIDDLE Totals	\$1,123.46	\$1,407.60	\$3,271.97	\$5,803.03
SEAFORD ELEM.				
Lunch	\$1,031.20	\$427.57	\$522.50	\$1,981.27
Regular breakfast	\$109.20	\$73.95	\$159.85	\$343.00
SEAFORD ELEM. Totals	\$1,140.40	\$501.52	\$682.35	\$2,324.27
TABB ELEM.				
Lunch	\$1,022.40	\$2,002.65	\$1,761.87	\$4,786.92
Regular breakfast	\$28.77	\$22.95	\$246.10	\$297.82
TABB ELEM. Totals	\$1,051.17	\$2,025.60	\$2,007.97	\$5,084.74
TABB HIGH				
Lunch	\$1,078.00	\$1,137.37	\$869.44	\$3,084.81
TABB HIGH Totals	\$1,078.00	\$1,137.37	\$869.44	\$3,084.81
TABB MIDDLE				
Lunch	\$1,515.40	\$2,391.35	\$1,885.18	\$5,791.93
TABB MIDDLE Totals	\$1,515.40	\$2,391.35	\$1,885.18	\$5,791.93
WALLER MILL ELEM.				
Lunch	\$402.40	\$283.92	\$662.53	\$1,348.85
Regular breakfast	\$38.22	\$29.75	\$164.45	\$232.42
WALLER MILL ELEM. Totals	\$440.62	\$313.67	\$826.98	\$1,581.27
YORK HIGH				
Lunch	\$861.00	\$439.40	\$1,881.00	\$3,181.40
Regular breakfast	\$27.09	\$39.10	\$437.00	\$503.19

YORK HIGH Totals	\$888.09	\$478.50	\$2,318.00	\$3,684.59
YORKTOWN ELEM.				
Lunch	\$466.20	\$1,296.23	\$6,267.91	\$8,030.34
Regular breakfast	\$136.92	\$425.00	\$2,815.20	\$3,377.12
YORKTOWN ELEM. Totals	\$603.12	\$1,721.23	\$9,083.11	\$11,407.46
YORKTOWN MIDDLE				
Lunch	\$1,074.20	\$975.13	\$3,400.43	\$5,449.76
YORKTOWN MIDDLE Totals	\$1,074.20	\$975.13	\$3,400.43	\$5,449.76
York County Public Schools Totals				
TOTAL of All Programs	\$19,394.99	\$21,576.16	\$38,037.51	\$79,008.66
October / 2001 Totals				
TOTAL of All Programs	\$19,394.99	\$21,576.16	\$38,037.51	\$79,008.66
November / 2001				
York County Public Schools				
BETHEL MANOR ELEM.				
Lunch	\$632.40	\$2,644.85	\$2,127.62	\$5,404.87
Regular breakfast	\$68.67	\$158.10	\$566.95	\$793.72
BETHEL MANOR ELEM. Totals	\$701.07	\$2,802.95	\$2,694.57	\$6,198.59
BRUTON HIGH				
Lunch	\$427.20	\$517.14	\$1,022.01	\$1,966.35
BRUTON HIGH Totals	\$427.20	\$517.14	\$1,022.01	\$1,966.35
COVENTRY ELEM.				
Lunch	\$1,083.20	\$192.66	\$443.08	\$1,718.94
Regular breakfast	\$74.55	\$0.85	\$23.00	\$98.40
COVENTRY ELEM. Totals	\$1,157.75	\$193.51	\$466.08	\$1,817.34
DARE ELEM.				
Lunch	\$605.40	\$358.28	\$627.00	\$1,590.68
Regular breakfast	\$35.91	\$74.80	\$241.50	\$352.21
DARE ELEM. Totals	\$641.31	\$433.08	\$868.50	\$1,942.89
GRAFTON BETHEL ELEM.				
Lunch	\$1,019.80	\$623.61	\$618.64	\$2,262.05
Regular breakfast	\$84.00	\$27.20	\$55.20	\$166.40
GRAFTON BETHEL ELEM. Totals	\$1,103.80	\$650.81	\$673.84	\$2,428.45
GRAFTON HIGH				
Lunch	\$2,775.80	\$1,497.34	\$1,224.74	\$5,497.88
GRAFTON HIGH Totals	\$2,775.80	\$1,497.34	\$1,224.74	\$5,497.88
MAGRUDER ELEM.				
Lunch	\$534.80	\$1,657.89	\$2,441.12	\$4,633.81
Regular breakfast	\$24.99	\$98.60	\$529.00	\$652.59
MAGRUDER ELEM. Totals	\$559.79	\$1,756.49	\$2,970.12	\$5,286.40
MT. VERNON ELEM.				
Lunch	\$891.60	\$983.58	\$800.47	\$2,675.65
Regular breakfast	\$11.76	\$18.70	\$110.40	\$140.86
MT. VERNON ELEM. Totals	\$903.36	\$1,002.28	\$910.87	\$2,816.51
QUEENS LAKE MIDDLE				
Lunch	\$826.20	\$986.96	\$1,931.16	\$3,744.32
Regular breakfast	\$42.84	\$76.50	\$451.95	\$571.29
QUEENS LAKE MIDDLE Totals	\$869.04	\$1,063.46	\$2,383.11	\$4,315.61
SEAFORD ELEM.				
Lunch	\$799.60	\$273.78	\$468.16	\$1,541.54
Regular breakfast	\$98.28	\$56.10	\$117.30	\$271.68
SEAFORD ELEM. Totals	\$897.88	\$329.88	\$585.46	\$1,813.22
TABB ELEM.				

Lunch	\$829.00	\$1,526.07	\$1,448.37	\$3,803.44
Regular breakfast	\$24.99	\$22.10	\$204.70	\$251.79
TABB ELEM. Totals	\$853.99	\$1,548.17	\$1,653.07	\$4,055.23
TABB HIGH				
Lunch	\$857.40	\$936.26	\$645.81	\$2,439.47
TABB HIGH Totals	\$857.40	\$936.26	\$645.81	\$2,439.47
TABB MIDDLE				
Lunch	\$1,155.80	\$1,909.70	\$1,475.54	\$4,541.04
TABB MIDDLE Totals	\$1,155.80	\$1,909.70	\$1,475.54	\$4,541.04
WALLER MILL ELEM.				
Lunch	\$328.00	\$238.29	\$495.33	\$1,061.62
Regular breakfast	\$31.92	\$22.10	\$119.60	\$173.62
WALLER MILL ELEM. Totals	\$359.92	\$260.39	\$614.93	\$1,235.24
YORK HIGH				
Lunch	\$690.00	\$327.86	\$1,485.99	\$2,503.85
Regular breakfast	\$26.46	\$34.00	\$422.05	\$482.51
YORK HIGH Totals	\$716.46	\$361.86	\$1,908.04	\$2,986.36
YORKTOWN ELEM.				
Lunch	\$353.20	\$983.58	\$4,930.31	\$6,267.09
Regular breakfast	\$82.95	\$316.20	\$2,004.45	\$2,403.60
YORKTOWN ELEM. Totals	\$436.15	\$1,299.78	\$6,934.76	\$8,670.69
YORKTOWN MIDDLE				
Lunch	\$843.60	\$804.44	\$2,731.63	\$4,379.67
YORKTOWN MIDDLE Totals	\$843.60	\$804.44	\$2,731.63	\$4,379.67
York County Public Schools Totals				
TOTAL of All Programs	\$15,260.32	\$17,367.54	\$29,763.08	\$62,390.94
November / 2001 Totals				
TOTAL of All Programs	\$15,260.32	\$17,367.54	\$29,763.08	\$62,390.94
December / 2001				
York County Public Schools				
BETHEL MANOR ELEM.				
Lunch	\$461.80	\$2,151.37	\$1,592.58	\$4,205.75
Regular breakfast	\$57.75	\$146.20	\$470.35	\$674.30
BETHEL MANOR ELEM. Totals	\$519.55	\$2,297.57	\$2,062.93	\$4,880.05
BRUTON HIGH				
Lunch	\$325.60	\$381.94	\$781.66	\$1,489.20
BRUTON HIGH Totals	\$325.60	\$381.94	\$781.66	\$1,489.20
COVENTRY ELEM.				
Lunch	\$830.00	\$138.58	\$338.58	\$1,307.16
Regular breakfast	\$65.10	\$0.00	\$21.85	\$86.95
COVENTRY ELEM. Totals	\$895.10	\$138.58	\$360.43	\$1,394.11
DARE ELEM.				
Lunch	\$474.60	\$361.66	\$501.60	\$1,337.86
Regular breakfast	\$40.74	\$87.55	\$178.25	\$306.54
DARE ELEM. Totals	\$515.34	\$449.21	\$679.85	\$1,644.40
GRAFTON BETHEL ELEM.				
Lunch	\$810.60	\$464.75	\$461.89	\$1,737.24
Regular breakfast	\$80.85	\$28.05	\$69.00	\$177.90
GRAFTON BETHEL ELEM. Totals	\$891.45	\$492.80	\$530.89	\$1,915.14
GRAFTON HIGH				
Lunch	\$2,091.20	\$1,123.85	\$1,022.01	\$4,237.06
GRAFTON HIGH Totals	\$2,091.20	\$1,123.85	\$1,022.01	\$4,237.06
MAGRUDER ELEM.				

Lunch	\$459.00	\$1,277.64	\$2,023.12	\$3,759.76
Regular breakfast	\$19.74	\$109.65	\$527.85	\$657.24
MAGRUDER ELEM. Totals	\$478.74	\$1,387.29	\$2,550.97	\$4,417.00
MT. VERNON ELEM.				
Lunch	\$701.60	\$740.22	\$555.94	\$1,997.76
Regular breakfast	\$15.54	\$11.90	\$108.10	\$135.54
MT. VERNON ELEM. Totals	\$717.14	\$752.12	\$664.04	\$2,133.30
QUEENS LAKE MIDDLE				
Lunch	\$630.60	\$731.77	\$1,467.18	\$2,829.55
Regular breakfast	\$28.98	\$49.30	\$357.65	\$435.93
QUEENS LAKE MIDDLE Totals	\$659.58	\$781.07	\$1,824.83	\$3,265.48
SEAFORD ELEM.				
Lunch	\$642.40	\$204.49	\$372.02	\$1,218.91
Regular breakfast	\$92.19	\$44.20	\$93.15	\$229.54
SEAFORD ELEM. Totals	\$734.59	\$248.69	\$465.17	\$1,448.45
TABB ELEM.				
Lunch	\$624.20	\$1,086.67	\$1,170.40	\$2,881.27
Regular breakfast	\$20.16	\$16.15	\$144.90	\$181.21
TABB ELEM. Totals	\$644.36	\$1,102.82	\$1,315.30	\$3,062.48
TABB HIGH				
Lunch	\$621.60	\$750.36	\$495.33	\$1,867.29
TABB HIGH Totals	\$621.60	\$750.36	\$495.33	\$1,867.29
TABB MIDDLE				
Lunch	\$832.80	\$1,431.43	\$1,113.97	\$3,378.20
TABB MIDDLE Totals	\$832.80	\$1,431.43	\$1,113.97	\$3,378.20
WALLER MILL ELEM.				
Lunch	\$219.60	\$179.14	\$374.11	\$772.85
Regular breakfast	\$28.77	\$17.00	\$86.25	\$132.02
WALLER MILL ELEM. Totals	\$248.37	\$196.14	\$460.36	\$904.87
YORK HIGH				
Lunch	\$514.60	\$246.74	\$1,170.40	\$1,931.74
Regular breakfast	\$18.48	\$34.00	\$376.05	\$428.53
YORK HIGH Totals	\$533.08	\$280.74	\$1,546.45	\$2,360.27
YORKTOWN ELEM.				
Lunch	\$284.80	\$804.44	\$3,981.45	\$5,070.69
Regular breakfast	\$68.46	\$254.15	\$1,569.75	\$1,892.36
YORKTOWN ELEM. Totals	\$353.26	\$1,058.59	\$5,551.20	\$6,963.05
YORKTOWN MIDDLE				
Lunch	\$635.60	\$559.39	\$2,044.02	\$3,239.01
YORKTOWN MIDDLE Totals	\$635.60	\$559.39	\$2,044.02	\$3,239.01
York County Public Schools Totals				
TOTAL of All Programs	\$11,697.36	\$13,432.59	\$23,469.41	\$48,599.36
December / 2001 Totals				
TOTAL of All Programs	\$11,697.36	\$13,432.59	\$23,469.41	\$48,599.36
January / 2002				
York County Public Schools				
BETHEL MANOR ELEM.				
Lunch	\$594.80	\$2,798.64	\$1,998.04	\$5,391.48
Regular breakfast	\$76.65	\$158.10	\$484.15	\$718.90
BETHEL MANOR ELEM. Totals	\$671.45	\$2,956.74	\$2,482.19	\$6,110.38
BRUTON HIGH				
Lunch	\$336.00	\$491.79	\$764.94	\$1,592.73
BRUTON HIGH Totals	\$336.00	\$491.79	\$764.94	\$1,592.73

COVENTRY ELEM.				
Lunch	\$1,052.20	\$163.93	\$382.47	\$1,598.60
Regular breakfast	\$62.79	\$0.00	\$12.65	\$75.44
COVENTRY ELEM. Totals	\$1,114.99	\$163.93	\$395.12	\$1,674.04
DARE ELEM.				
Lunch	\$596.00	\$392.08	\$685.52	\$1,673.60
Regular breakfast	\$47.67	\$78.20	\$227.70	\$353.57
DARE ELEM. Totals	\$643.67	\$470.28	\$913.22	\$2,027.17
GRAFTON BETHEL ELEM.				
Lunch	\$888.20	\$476.58	\$560.12	\$1,924.90
Regular breakfast	\$94.08	\$22.10	\$86.25	\$202.43
GRAFTON BETHEL ELEM. Totals	\$982.28	\$498.68	\$646.37	\$2,127.33
GRAFTON HIGH				
Lunch	\$2,271.80	\$1,211.73	\$1,151.59	\$4,635.12
GRAFTON HIGH Totals	\$2,271.80	\$1,211.73	\$1,151.59	\$4,635.12
MAGRUDER ELEM.				
Lunch	\$589.80	\$1,676.48	\$2,470.38	\$4,736.66
Regular breakfast	\$20.37	\$128.35	\$517.50	\$666.22
MAGRUDER ELEM. Totals	\$610.17	\$1,804.83	\$2,987.88	\$5,402.88
MT. VERNON ELEM.				
Lunch	\$909.60	\$948.09	\$746.13	\$2,603.82
Regular breakfast	\$23.10	\$16.15	\$115.00	\$154.25
MT. VERNON ELEM. Totals	\$932.70	\$964.24	\$861.13	\$2,758.07
QUEENS LAKE MIDDLE				
Lunch	\$690.20	\$804.44	\$1,525.70	\$3,020.34
Regular breakfast	\$32.76	\$65.45	\$387.55	\$485.76
QUEENS LAKE MIDDLE Totals	\$722.96	\$869.89	\$1,913.25	\$3,506.10
SEAFORD ELEM.				
Lunch	\$828.60	\$282.23	\$497.42	\$1,608.25
Regular breakfast	\$79.59	\$45.05	\$108.10	\$232.74
SEAFORD ELEM. Totals	\$908.19	\$327.28	\$605.52	\$1,840.99
TABB ELEM.				
Lunch	\$805.20	\$1,402.70	\$1,628.11	\$3,836.01
Regular breakfast	\$21.84	\$23.80	\$166.75	\$212.39
TABB ELEM. Totals	\$827.04	\$1,426.50	\$1,794.86	\$4,048.40
TABB HIGH				
Lunch	\$682.20	\$790.92	\$428.45	\$1,901.57
TABB HIGH Totals	\$682.20	\$790.92	\$428.45	\$1,901.57
TABB MIDDLE				
Lunch	\$939.60	\$1,640.99	\$1,170.40	\$3,750.99
TABB MIDDLE Totals	\$939.60	\$1,640.99	\$1,170.40	\$3,750.99
WALLER MILL ELEM.				
Lunch	\$322.60	\$265.33	\$562.21	\$1,150.14
Regular breakfast	\$32.76	\$28.90	\$103.50	\$165.16
WALLER MILL ELEM. Totals	\$355.36	\$294.23	\$665.71	\$1,315.30
YORK HIGH				
Lunch	\$534.60	\$206.18	\$1,268.63	\$2,009.41
Regular breakfast	\$31.08	\$34.00	\$432.40	\$497.48
YORK HIGH Totals	\$565.68	\$240.18	\$1,701.03	\$2,506.89
YORKTOWN ELEM.				
Lunch	\$374.00	\$1,054.56	\$5,133.04	\$6,561.60
Regular breakfast	\$83.79	\$271.15	\$1,972.25	\$2,327.19
YORKTOWN ELEM. Totals	\$457.79	\$1,325.71	\$7,105.29	\$8,888.79
YORKTOWN MIDDLE				

Lunch	\$681.40	\$594.88	\$2,202.86	\$3,479.14
YORKTOWN MIDDLE Totals	\$681.40	\$594.88	\$2,202.86	\$3,479.14

York County Public Schools Totals

TOTAL of All Programs	\$13,703.28	\$16,072.80	\$27,789.81	\$57,565.89
January / 2002 Totals				
TOTAL of All Programs	\$13,703.28	\$16,072.80	\$27,789.81	\$57,565.89

February / 2002**York County Public Schools**

BETHEL MANOR ELEM.

Lunch	\$656.00	\$3,244.80	\$2,165.24	\$6,066.04
Regular breakfast	\$84.21	\$203.15	\$501.40	\$788.76
BETHEL MANOR ELEM. Totals	\$740.21	\$3,447.95	\$2,666.64	\$6,854.80

BRUTON HIGH

Lunch	\$438.20	\$613.47	\$984.39	\$2,036.06
BRUTON HIGH Totals	\$438.20	\$613.47	\$984.39	\$2,036.06

COVENTRY ELEM.

Lunch	\$1,163.20	\$196.04	\$403.37	\$1,762.61
Regular breakfast	\$76.44	\$2.55	\$17.25	\$96.24
COVENTRY ELEM. Totals	\$1,239.64	\$198.59	\$420.62	\$1,858.85

DARE ELEM.

Lunch	\$658.00	\$473.20	\$744.04	\$1,875.24
Regular breakfast	\$48.72	\$92.65	\$220.80	\$362.17
DARE ELEM. Totals	\$706.72	\$565.85	\$964.84	\$2,237.41

GRAFTON BETHEL ELEM.

Lunch	\$1,198.00	\$670.93	\$844.36	\$2,713.29
Regular breakfast	\$104.16	\$28.05	\$101.20	\$233.41
GRAFTON BETHEL ELEM. Totals	\$1,302.16	\$698.98	\$945.56	\$2,946.70

GRAFTON HIGH

Lunch	\$3,028.40	\$1,583.53	\$1,508.98	\$6,120.91
GRAFTON HIGH Totals	\$3,028.40	\$1,583.53	\$1,508.98	\$6,120.91

MAGRUDER ELEM.

Lunch	\$666.60	\$1,857.31	\$2,806.87	\$5,330.78
Regular breakfast	\$35.28	\$138.55	\$555.45	\$729.28
MAGRUDER ELEM. Totals	\$701.88	\$1,995.86	\$3,362.32	\$6,060.06

MT. VERNON ELEM.

Lunch	\$1,011.80	\$1,032.59	\$896.61	\$2,941.00
Regular breakfast	\$31.92	\$17.00	\$147.20	\$196.12
MT. VERNON ELEM. Totals	\$1,043.72	\$1,049.59	\$1,043.81	\$3,137.12

QUEENS LAKE MIDDLE

Lunch	\$915.60	\$1,144.13	\$2,110.90	\$4,170.63
Regular breakfast	\$46.20	\$73.10	\$470.35	\$589.65
QUEENS LAKE MIDDLE Totals	\$961.80	\$1,217.23	\$2,581.25	\$4,760.28

SEAFORD ELEM.

Lunch	\$934.00	\$310.96	\$451.44	\$1,696.40
Regular breakfast	\$101.22	\$54.40	\$147.20	\$302.82
SEAFORD ELEM. Totals	\$1,035.22	\$365.36	\$598.64	\$1,999.22

TABB ELEM.

Lunch	\$904.40	\$1,514.24	\$1,707.53	\$4,126.17
Regular breakfast	\$26.67	\$36.55	\$250.70	\$313.92
TABB ELEM. Totals	\$931.07	\$1,550.79	\$1,958.23	\$4,440.09

TABB HIGH

Lunch	\$914.00	\$1,030.90	\$610.28	\$2,555.18
TABB HIGH Totals	\$914.00	\$1,030.90	\$610.28	\$2,555.18

TABB MIDDLE				
Lunch	\$1,239.80	\$2,230.80	\$1,630.20	\$5,100.80
TABB MIDDLE Totals	\$1,239.80	\$2,230.80	\$1,630.20	\$5,100.80
WALLER MILL ELEM.				
Lunch	\$346.00	\$317.72	\$599.83	\$1,263.55
Regular breakfast	\$37.38	\$45.90	\$123.05	\$206.33
WALLER MILL ELEM. Totals	\$383.38	\$363.62	\$722.88	\$1,469.88
YORK HIGH				
Lunch	\$714.40	\$299.13	\$1,688.72	\$2,702.25
Regular breakfast	\$30.03	\$33.15	\$473.80	\$536.98
YORK HIGH Totals	\$744.43	\$332.28	\$2,162.52	\$3,239.23
YORKTOWN ELEM.				
Lunch	\$419.40	\$1,071.46	\$5,277.25	\$6,768.11
Regular breakfast	\$90.09	\$232.90	\$1,811.25	\$2,134.24
YORKTOWN ELEM. Totals	\$509.49	\$1,304.36	\$7,088.50	\$8,902.35
YORKTOWN MIDDLE				
Lunch	\$915.00	\$775.71	\$2,821.50	\$4,512.21
YORKTOWN MIDDLE Totals	\$915.00	\$775.71	\$2,821.50	\$4,512.21
York County Public Schools Totals				
TOTAL of All Programs	\$16,835.12	\$19,324.87	\$32,071.16	\$68,231.15
February / 2002 Totals				
TOTAL of All Programs	\$16,835.12	\$19,324.87	\$32,071.16	\$68,231.15
March / 2002				
York County Public Schools				
BETHEL MANOR ELEM.				
Lunch	\$682.40	\$3,361.41	\$2,104.63	\$6,148.44
Regular breakfast	\$100.38	\$277.95	\$464.60	\$842.93
BETHEL MANOR ELEM. Totals	\$782.78	\$3,639.36	\$2,569.23	\$6,991.37
BRUTON HIGH				
Lunch	\$468.60	\$576.29	\$1,080.53	\$2,125.42
BRUTON HIGH Totals	\$468.60	\$576.29	\$1,080.53	\$2,125.42
COVENTRY ELEM.				
Lunch	\$1,161.80	\$206.18	\$495.33	\$1,863.31
Regular breakfast	\$94.71	\$0.00	\$21.85	\$116.56
COVENTRY ELEM. Totals	\$1,256.51	\$206.18	\$517.18	\$1,979.87
DARE ELEM.				
Lunch	\$661.40	\$408.98	\$767.03	\$1,837.41
Regular breakfast	\$56.49	\$107.10	\$238.05	\$401.64
DARE ELEM. Totals	\$717.89	\$516.08	\$1,005.08	\$2,239.05
GRAFTON BETHEL ELEM.				
Lunch	\$1,215.80	\$689.52	\$754.49	\$2,659.81
Regular breakfast	\$104.58	\$48.45	\$142.60	\$295.63
GRAFTON BETHEL ELEM. Totals	\$1,320.38	\$737.97	\$897.09	\$2,955.44
GRAFTON HIGH				
Lunch	\$3,075.40	\$1,585.22	\$1,506.89	\$6,167.51
GRAFTON HIGH Totals	\$3,075.40	\$1,585.22	\$1,506.89	\$6,167.51
MAGRUDER ELEM.				
Lunch	\$680.40	\$1,840.41	\$2,710.73	\$5,231.54
Regular breakfast	\$41.16	\$158.95	\$699.20	\$899.31
MAGRUDER ELEM. Totals	\$721.56	\$1,999.36	\$3,409.93	\$6,130.85
MT. VERNON ELEM.				
Lunch	\$967.00	\$1,022.45	\$819.28	\$2,808.73
Regular breakfast	\$29.40	\$20.40	\$169.05	\$218.85

MT. VERNON ELEM. Totals	\$996.40	\$1,042.85	\$988.33	\$3,027.58
QUEENS LAKE MIDDLE				
Lunch	\$901.20	\$1,020.76	\$2,123.44	\$4,045.40
Regular breakfast	\$56.49	\$107.95	\$561.20	\$725.64
QUEENS LAKE MIDDLE Totals	\$957.69	\$1,128.71	\$2,684.64	\$4,771.04
SEAFORD ELEM.				
Lunch	\$967.20	\$300.82	\$449.35	\$1,717.37
Regular breakfast	\$138.60	\$68.85	\$143.75	\$351.20
SEAFORD ELEM. Totals	\$1,105.80	\$369.67	\$593.10	\$2,068.57
TABB ELEM.				
Lunch	\$914.20	\$1,600.43	\$1,665.73	\$4,180.36
Regular breakfast	\$30.03	\$39.10	\$271.40	\$340.53
TABB ELEM. Totals	\$944.23	\$1,639.53	\$1,937.13	\$4,520.89
TABB HIGH				
Lunch	\$942.20	\$1,044.42	\$666.71	\$2,653.33
TABB HIGH Totals	\$942.20	\$1,044.42	\$666.71	\$2,653.33
TABB MIDDLE				
Lunch	\$1,308.00	\$2,291.64	\$1,651.10	\$5,250.74
TABB MIDDLE Totals	\$1,308.00	\$2,291.64	\$1,651.10	\$5,250.74
WALLER MILL ELEM.				
Lunch	\$363.00	\$353.21	\$597.74	\$1,313.95
Regular breakfast	\$62.37	\$48.45	\$146.05	\$256.87
WALLER MILL ELEM. Totals	\$425.37	\$401.66	\$743.79	\$1,570.82
YORK HIGH				
Lunch	\$731.60	\$297.44	\$1,749.33	\$2,778.37
Regular breakfast	\$45.78	\$42.50	\$564.65	\$652.93
YORK HIGH Totals	\$777.38	\$339.94	\$2,313.98	\$3,431.30
YORKTOWN ELEM.				
Lunch	\$408.80	\$1,096.81	\$4,913.59	\$6,419.20
Regular breakfast	\$100.17	\$289.85	\$2,145.90	\$2,535.92
YORKTOWN ELEM. Totals	\$508.97	\$1,386.66	\$7,059.49	\$8,955.12
YORKTOWN MIDDLE				
Lunch	\$941.40	\$774.02	\$2,754.62	\$4,470.04
YORKTOWN MIDDLE Totals	\$941.40	\$774.02	\$2,754.62	\$4,470.04
York County Public Schools Totals				
TOTAL of All Programs	\$17,250.56	\$19,679.56	\$32,378.82	\$69,308.94
March / 2002 Totals				
TOTAL of All Programs	\$17,250.56	\$19,679.56	\$32,378.82	\$69,308.94
April / 2002				
York County Public Schools				
BETHEL MANOR ELEM.				
Lunch	\$594.20	\$2,971.02	\$1,893.54	\$5,458.76
Regular breakfast	\$74.76	\$230.35	\$417.45	\$722.56
BETHEL MANOR ELEM. Totals	\$668.96	\$3,201.37	\$2,310.99	\$6,181.32
BRUTON HIGH				
Lunch	\$428.40	\$528.97	\$973.94	\$1,931.31
BRUTON HIGH Totals	\$428.40	\$528.97	\$973.94	\$1,931.31
COVENTRY ELEM.				
Lunch	\$1,020.60	\$167.31	\$459.80	\$1,647.71
Regular breakfast	\$78.54	\$1.70	\$21.85	\$102.09
COVENTRY ELEM. Totals	\$1,099.14	\$169.01	\$481.65	\$1,749.80
DARE ELEM.				
Lunch	\$562.00	\$359.97	\$666.71	\$1,588.68
Regular breakfast				

	\$40.11	\$76.50	\$192.05	\$308.66
DARE ELEM. Totals	\$602.11	\$436.47	\$858.76	\$1,897.34
GRAFTON BETHEL ELEM.				
Lunch	\$1,081.60	\$562.77	\$752.40	\$2,396.77
Regular breakfast	\$90.09	\$43.35	\$115.00	\$248.44
GRAFTON BETHEL ELEM. Totals	\$1,171.69	\$606.12	\$867.40	\$2,645.21
GRAFTON HIGH				
Lunch	\$2,751.40	\$1,384.11	\$1,258.18	\$5,393.69
GRAFTON HIGH Totals	\$2,751.40	\$1,384.11	\$1,258.18	\$5,393.69
MAGRUDER ELEM.				
Lunch	\$642.60	\$1,703.52	\$2,622.95	\$4,969.07
Regular breakfast	\$42.42	\$149.60	\$657.80	\$849.82
MAGRUDER ELEM. Totals	\$685.02	\$1,853.12	\$3,280.75	\$5,818.89
MT. VERNON ELEM.				
Lunch	\$911.60	\$954.85	\$737.77	\$2,604.22
Regular breakfast	\$23.94	\$17.00	\$128.80	\$169.74
MT. VERNON ELEM. Totals	\$935.54	\$971.85	\$866.57	\$2,773.96
QUEENS LAKE MIDDLE				
Lunch	\$822.20	\$948.09	\$1,878.91	\$3,649.20
Regular breakfast	\$46.62	\$73.95	\$469.20	\$589.77
QUEENS LAKE MIDDLE Totals	\$868.82	\$1,022.04	\$2,348.11	\$4,238.97
SEAFORD ELEM.				
Lunch	\$889.80	\$272.09	\$405.46	\$1,567.35
Regular breakfast	\$101.22	\$62.05	\$118.45	\$281.72
SEAFORD ELEM. Totals	\$991.02	\$334.14	\$523.91	\$1,849.07
TABB ELEM.				
Lunch	\$835.60	\$1,370.59	\$1,483.90	\$3,690.09
Regular breakfast	\$22.68	\$35.70	\$205.85	\$264.23
TABB ELEM. Totals	\$858.28	\$1,406.29	\$1,689.75	\$3,954.32
TABB HIGH				
Lunch	\$877.80	\$919.36	\$505.78	\$2,302.94
TABB HIGH Totals	\$877.80	\$919.36	\$505.78	\$2,302.94
TABB MIDDLE				
Lunch	\$1,198.20	\$1,957.02	\$1,454.64	\$4,609.86
TABB MIDDLE Totals	\$1,198.20	\$1,957.02	\$1,454.64	\$4,609.86
WALLER MILL ELEM.				
Lunch	\$332.00	\$297.44	\$558.03	\$1,187.47
Regular breakfast	\$48.72	\$39.10	\$123.05	\$210.87
WALLER MILL ELEM. Totals	\$380.72	\$336.54	\$681.08	\$1,398.34
YORK HIGH				
Lunch	\$674.00	\$309.27	\$1,567.50	\$2,550.77
Regular breakfast	\$31.08	\$39.10	\$415.15	\$485.33
YORK HIGH Totals	\$705.08	\$348.37	\$1,982.65	\$3,036.10
YORKTOWN ELEM.				
Lunch	\$381.20	\$1,046.11	\$4,422.44	\$5,849.75
Regular breakfast	\$92.19	\$255.00	\$1,727.30	\$2,074.49
YORKTOWN ELEM. Totals	\$473.39	\$1,301.11	\$6,149.74	\$7,924.24
YORKTOWN MIDDLE				
Lunch	\$854.00	\$669.24	\$2,568.61	\$4,091.85
YORKTOWN MIDDLE Totals	\$854.00	\$669.24	\$2,568.61	\$4,091.85
York County Public Schools Totals				
TOTAL of All Programs	\$15,549.57	\$17,445.13	\$28,802.51	\$61,797.21
April / 2002 Totals				
TOTAL of All Programs	\$15,549.57	\$17,445.13	\$28,802.51	\$61,797.21

May / 2002

York County Public Schools

BETHEL MANOR ELEM.				
Lunch	\$761.60	\$3,767.01	\$2,257.20	\$6,785.81
Regular breakfast	\$100.17	\$316.20	\$535.90	\$952.27
BETHEL MANOR ELEM. Totals	\$861.77	\$4,083.21	\$2,793.10	\$7,738.08
BRUTON HIGH				
Lunch	\$529.80	\$682.76	\$1,182.94	\$2,395.50
BRUTON HIGH Totals	\$529.80	\$682.76	\$1,182.94	\$2,395.50
COVENTRY ELEM.				
Lunch	\$1,287.80	\$199.42	\$522.50	\$2,009.72
Regular breakfast	\$104.58	\$0.85	\$28.75	\$134.18
COVENTRY ELEM. Totals	\$1,392.38	\$200.27	\$551.25	\$2,143.90
DARE ELEM.				
Lunch	\$766.40	\$515.45	\$854.81	\$2,136.66
Regular breakfast	\$54.39	\$107.10	\$228.85	\$390.34
DARE ELEM. Totals	\$820.79	\$622.55	\$1,083.66	\$2,527.00
GRAFTON BETHEL ELEM.				
Lunch	\$1,371.60	\$748.67	\$1,001.11	\$3,121.38
Regular breakfast	\$99.33	\$63.75	\$171.35	\$334.43
GRAFTON BETHEL ELEM. Totals	\$1,470.93	\$812.42	\$1,172.46	\$3,455.81
GRAFTON HIGH				
Lunch	\$3,437.20	\$1,747.46	\$1,521.52	\$6,706.18
GRAFTON HIGH Totals	\$3,437.20	\$1,747.46	\$1,521.52	\$6,706.18
MAGRUDER ELEM.				
Lunch	\$785.60	\$2,060.11	\$3,199.79	\$6,045.50
Regular breakfast	\$56.70	\$192.10	\$849.85	\$1,098.65
MAGRUDER ELEM. Totals	\$842.30	\$2,252.21	\$4,049.64	\$7,144.15
MT. VERNON ELEM.				
Lunch	\$1,108.40	\$1,193.14	\$829.73	\$3,131.27
Regular breakfast	\$28.98	\$11.90	\$155.25	\$196.13
MT. VERNON ELEM. Totals	\$1,137.38	\$1,205.04	\$984.98	\$3,327.40
QUEENS LAKE MIDDLE				
Lunch	\$971.00	\$1,142.44	\$2,309.45	\$4,422.89
Regular breakfast	\$68.67	\$106.25	\$626.75	\$801.67
QUEENS LAKE MIDDLE Totals	\$1,039.67	\$1,248.69	\$2,936.20	\$5,224.56
SEAFORD ELEM.				
Lunch	\$1,099.20	\$338.00	\$491.15	\$1,928.35
Regular breakfast	\$150.57	\$84.15	\$134.55	\$369.27
SEAFORD ELEM. Totals	\$1,249.77	\$422.15	\$625.70	\$2,297.62
TABB ELEM.				
Lunch	\$1,012.20	\$1,526.07	\$1,774.41	\$4,312.68
Regular breakfast	\$30.24	\$42.50	\$322.00	\$394.74
TABB ELEM. Totals	\$1,042.44	\$1,568.57	\$2,096.41	\$4,707.42
TABB HIGH				
Lunch	\$1,092.40	\$1,154.27	\$574.75	\$2,821.42
TABB HIGH Totals	\$1,092.40	\$1,154.27	\$574.75	\$2,821.42
TABB MIDDLE				
Lunch	\$1,503.80	\$2,420.08	\$1,805.76	\$5,729.64
TABB MIDDLE Totals	\$1,503.80	\$2,420.08	\$1,805.76	\$5,729.64
WALLER MILL ELEM.				
Lunch	\$412.80	\$407.29	\$654.17	\$1,474.26
Regular breakfast	\$64.47	\$54.40	\$156.40	\$275.27
WALLER MILL ELEM. Totals	\$477.27	\$461.69	\$810.57	\$1,749.53

YORK HIGH

Lunch	\$795.40	\$383.63	\$1,897.72	\$3,076.75
Regular breakfast	\$46.62	\$51.00	\$516.35	\$613.97
YORK HIGH Totals	\$842.02	\$434.63	\$2,414.07	\$3,690.72

YORKTOWN ELEM.

Lunch	\$490.60	\$1,319.89	\$5,237.54	\$7,048.03
Regular breakfast	\$119.91	\$291.55	\$2,166.60	\$2,578.06
YORKTOWN ELEM. Totals	\$610.51	\$1,611.44	\$7,404.14	\$9,626.09

YORKTOWN MIDDLE

Lunch	\$1,021.80	\$790.92	\$3,135.00	\$4,947.72
YORKTOWN MIDDLE Totals	\$1,021.80	\$790.92	\$3,135.00	\$4,947.72

York County Public Schools Totals

TOTAL of All Programs	\$19,372.23	\$21,718.36	\$35,142.15	\$76,232.74
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May / 2002 Totals

TOTAL of All Programs	\$19,372.23	\$21,718.36	\$35,142.15	\$76,232.74
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June / 2002

York County Public Schools

BETHEL MANOR ELEM.

Lunch	\$219.60	\$1,069.77	\$633.27	\$1,922.64
Regular breakfast	\$28.35	\$130.90	\$228.85	\$388.10
BETHEL MANOR ELEM. Totals	\$247.95	\$1,200.67	\$862.12	\$2,310.74

BRUTON HIGH

Lunch	\$127.60	\$174.07	\$296.78	\$598.45
BRUTON HIGH Totals	\$127.60	\$174.07	\$296.78	\$598.45

COVENTRY ELEM.

Lunch	\$563.40	\$69.29	\$275.88	\$908.57
Regular breakfast	\$38.01	\$1.70	\$23.00	\$62.71
COVENTRY ELEM. Totals	\$601.41	\$70.99	\$298.88	\$971.28

DARE ELEM.

Lunch	\$292.60	\$192.66	\$326.04	\$811.30
Regular breakfast	\$20.79	\$37.40	\$87.40	\$145.59
DARE ELEM. Totals	\$313.39	\$230.06	\$413.44	\$956.89

GRAFTON BETHEL ELEM.

Lunch	\$393.80	\$201.11	\$307.23	\$902.14
Regular breakfast	\$38.01	\$25.50	\$66.70	\$130.21
GRAFTON BETHEL ELEM. Totals	\$431.81	\$226.61	\$373.93	\$1,032.35

GRAFTON HIGH

Lunch	\$916.60	\$454.61	\$428.45	\$1,799.66
GRAFTON HIGH Totals	\$916.60	\$454.61	\$428.45	\$1,799.66

MAGRUDER ELEM.

Lunch	\$333.40	\$899.08	\$1,446.28	\$2,678.76
Regular breakfast	\$25.62	\$101.15	\$369.15	\$495.92
MAGRUDER ELEM. Totals	\$359.02	\$1,000.23	\$1,815.43	\$3,174.68

MT. VERNON ELEM.

Lunch	\$455.60	\$478.27	\$332.31	\$1,266.18
Regular breakfast	\$10.92	\$3.40	\$42.55	\$56.87
MT. VERNON ELEM. Totals	\$466.52	\$481.67	\$374.86	\$1,323.05

QUEENS LAKE MIDDLE

Lunch	\$252.00	\$299.13	\$604.01	\$1,155.14
Regular breakfast	\$15.75	\$21.25	\$125.35	\$162.35
QUEENS LAKE MIDDLE Totals	\$267.75	\$320.38	\$729.36	\$1,317.49

SEAFORD ELEM.

Lunch	\$433.80	\$133.51	\$186.01	\$753.32
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Regular breakfast	\$50.19	\$29.75	\$51.75	\$131.69
SEAFORD ELEM. Totals	\$483.99	\$163.26	\$237.76	\$885.01
TABB ELEM.				
Lunch	\$434.40	\$670.93	\$787.93	\$1,893.26
Regular breakfast	\$9.66	\$10.20	\$93.15	\$113.01
TABB ELEM. Totals	\$444.06	\$681.13	\$881.08	\$2,006.27
TABB HIGH				
Lunch	\$258.00	\$280.54	\$158.84	\$697.38
TABB HIGH Totals	\$258.00	\$280.54	\$158.84	\$697.38
TABB MIDDLE				
Lunch	\$406.00	\$687.83	\$470.25	\$1,564.08
TABB MIDDLE Totals	\$406.00	\$687.83	\$470.25	\$1,564.08
WALLER MILL ELEM.				
Lunch	\$163.80	\$165.62	\$254.98	\$584.40
Regular breakfast	\$19.32	\$6.80	\$43.70	\$69.82
WALLER MILL ELEM. Totals	\$183.12	\$172.42	\$298.68	\$654.22
YORK HIGH				
Lunch	\$204.40	\$99.71	\$518.32	\$822.43
Regular breakfast	\$12.18	\$11.90	\$189.75	\$213.83
YORK HIGH Totals	\$216.58	\$111.61	\$708.07	\$1,036.26
YORKTOWN ELEM.				
Lunch	\$228.00	\$645.58	\$2,589.51	\$3,463.09
Regular breakfast	\$59.64	\$158.95	\$1,173.00	\$1,391.59
YORKTOWN ELEM. Totals	\$287.64	\$804.53	\$3,762.51	\$4,854.68
YORKTOWN MIDDLE				
Lunch	\$267.00	\$229.84	\$904.97	\$1,401.81
YORKTOWN MIDDLE Totals	\$267.00	\$229.84	\$904.97	\$1,401.81
York County Public Schools Totals				
TOTAL of All Programs	\$6,278.44	\$7,290.45	\$13,015.41	\$26,584.30
June / 2002 Totals				
TOTAL of All Programs	\$6,278.44	\$7,290.45	\$13,015.41	\$26,584.30
Grand Totals				
GRAND TOTAL of All Programs	\$151,622.65	\$169,167.03	\$291,917.24	\$612,706.92

SNP Monthly Reimbursement by SNP Unit Report - (SNP017)
Virginia Department of Education, School Nutrition Program (SNPweb)
 Purpose: Listing of SNP Monthly Reimbursement by SNP Unit between JUL-2002 and JUN-2003
 Prepared: July 2, 2003

Paid Reimbursement	Reduced Reimbursement	Free Reimbursement	Total Reimbursement
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July / 2002**York County Public Schools**

MAGRUDER ELEM.

Lunch	\$9.40	\$50.46	\$98.44	\$158.30
Regular breakfast	\$0.22	\$0.00	\$19.89	\$20.11

MAGRUDER ELEM. Totals

\$9.62	\$50.46	\$118.33	\$178.41
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YORKTOWN ELEM.

Lunch	\$7.80	\$46.98	\$132.68	\$187.46
Regular breakfast	\$4.18	\$16.53	\$58.50	\$79.21

YORKTOWN ELEM. Totals

\$11.98	\$63.51	\$191.18	\$266.67
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York County Public Schools Totals

TOTAL of All Programs	\$21.60	\$113.97	\$309.51	\$445.08
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July / 2002 Totals

TOTAL of All Programs	\$21.60	\$113.97	\$309.51	\$445.08
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August / 2002**York County Public Schools**

MAGRUDER ELEM.

Lunch	\$40.00	\$231.42	\$509.32	\$780.74
Regular breakfast	\$5.06	\$4.35	\$152.10	\$161.51

MAGRUDER ELEM. Totals

\$45.06	\$235.77	\$661.42	\$942.25
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YORKTOWN ELEM.

Lunch	\$35.80	\$248.82	\$635.58	\$920.20
Regular breakfast	\$27.72	\$73.08	\$356.85	\$457.65

YORKTOWN ELEM. Totals

\$63.52	\$321.90	\$992.43	\$1,377.85
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York County Public Schools Totals

TOTAL of All Programs	\$108.58	\$557.67	\$1,653.85	\$2,320.10
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August / 2002 Totals

TOTAL of All Programs	\$108.58	\$557.67	\$1,653.85	\$2,320.10
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September / 2002**York County Public Schools**

BETHEL MANOR ELEM.

Lunch	\$716.20	\$2,684.82	\$1,380.30	\$4,781.32
Regular breakfast	\$68.64	\$142.68	\$269.10	\$480.42

BETHEL MANOR ELEM. Totals

\$784.84	\$2,827.50	\$1,649.40	\$5,261.74
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BRUTON HIGH

Lunch	\$420.80	\$464.58	\$1,196.26	\$2,081.64
Regular breakfast	\$0.00	\$0.00	\$0.00	\$0.00

BRUTON HIGH Totals

\$420.80	\$464.58	\$1,196.26	\$2,081.64
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COVENTRY ELEM.

Lunch	\$1,213.20	\$170.52	\$492.20	\$1,875.92
Regular breakfast	\$68.20	\$0.00	\$0.00	\$68.20

COVENTRY ELEM. Totals

\$1,281.40	\$170.52	\$492.20	\$1,944.12
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DARE ELEM.

Lunch	\$694.00	\$542.88	\$898.80	\$2,135.68
Regular breakfast	\$31.90	\$31.32	\$167.31	\$230.53

DARE ELEM. Totals

\$725.90	\$574.20	\$1,066.11	\$2,366.21
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GRAFTON BETHEL ELEM.

Lunch	\$1,121.60	\$374.10	\$881.68	\$2,377.38
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Regular breakfast	\$68.64	\$7.83	\$125.19	\$201.66
GRAFTON BETHEL ELEM. Totals	\$1,190.24	\$381.93	\$1,006.87	\$2,579.04
GRAFTON HIGH				
Lunch	\$3,110.80	\$1,679.10	\$1,733.40	\$6,523.30
GRAFTON HIGH Totals	\$3,110.80	\$1,679.10	\$1,733.40	\$6,523.30
MAGRUDER ELEM.				
Lunch	\$652.80	\$1,484.22	\$2,767.02	\$4,904.04
Regular breakfast	\$41.14	\$89.61	\$573.30	\$704.05
MAGRUDER ELEM. Totals	\$693.94	\$1,573.83	\$3,340.32	\$5,608.09
MT. VERNON ELEM.				
Lunch	\$995.00	\$897.84	\$507.18	\$2,400.02
Regular breakfast	\$4.18	\$15.66	\$73.71	\$93.55
MT. VERNON ELEM. Totals	\$999.18	\$913.50	\$580.89	\$2,493.57
QUEENS LAKE MIDDLE				
Lunch	\$883.40	\$1,066.62	\$2,033.00	\$3,983.02
Regular breakfast	\$52.58	\$62.64	\$431.73	\$546.95
QUEENS LAKE MIDDLE Totals	\$935.98	\$1,129.26	\$2,464.73	\$4,529.97
SEAFORD ELEM.				
Lunch	\$895.60	\$320.16	\$532.86	\$1,748.62
Regular breakfast	\$72.38	\$11.31	\$52.65	\$136.34
SEAFORD ELEM. Totals	\$967.98	\$331.47	\$585.51	\$1,884.96
TABB ELEM.				
Lunch	\$829.20	\$1,418.10	\$1,296.84	\$3,544.14
Regular breakfast	\$8.80	\$27.84	\$188.37	\$225.01
TABB ELEM. Totals	\$838.00	\$1,445.94	\$1,485.21	\$3,769.15
TABB HIGH				
Lunch	\$1,110.20	\$1,056.18	\$635.58	\$2,801.96
TABB HIGH Totals	\$1,110.20	\$1,056.18	\$635.58	\$2,801.96
TABB MIDDLE				
Lunch	\$1,511.60	\$2,331.60	\$1,063.58	\$4,906.78
TABB MIDDLE Totals	\$1,511.60	\$2,331.60	\$1,063.58	\$4,906.78
WALLER MILL ELEM.				
Lunch	\$395.40	\$271.44	\$695.50	\$1,362.34
Regular breakfast	\$56.76	\$17.40	\$90.09	\$164.25
WALLER MILL ELEM. Totals	\$452.16	\$288.84	\$785.59	\$1,526.59
YORK HIGH				
Lunch	\$725.40	\$522.00	\$1,881.06	\$3,128.46
Regular breakfast	\$27.72	\$56.55	\$394.29	\$478.56
YORK HIGH Totals	\$753.12	\$578.55	\$2,275.35	\$3,607.02
YORKTOWN ELEM.				
Lunch	\$509.20	\$988.32	\$3,837.02	\$5,334.54
Regular breakfast	\$126.28	\$216.63	\$1,451.97	\$1,794.88
YORKTOWN ELEM. Totals	\$635.48	\$1,204.95	\$5,288.99	\$7,129.42
YORKTOWN MIDDLE				
Lunch	\$1,072.20	\$702.96	\$2,854.76	\$4,629.92
YORKTOWN MIDDLE Totals	\$1,072.20	\$702.96	\$2,854.76	\$4,629.92

York County Public Schools Totals

TOTAL of All Programs	\$17,483.82	\$17,654.91	\$28,504.75	\$63,643.48
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September / 2002 Totals

TOTAL of All Programs	\$17,483.82	\$17,654.91	\$28,504.75	\$63,643.48
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October / 2002**York County Public Schools**

BETHEL MANOR ELEM.

Lunch	\$801.80	\$3,165.06	\$1,438.08	\$5,404.94
Regular breakfast	\$98.34	\$159.21	\$342.81	\$600.36
BETHEL MANOR ELEM. Totals	\$900.14	\$3,324.27	\$1,780.89	\$6,005.30
BRUTON HIGH				
Lunch	\$543.20	\$673.38	\$1,881.06	\$3,097.64
BRUTON HIGH Totals	\$543.20	\$673.38	\$1,881.06	\$3,097.64
COVENTRY ELEM.				
Lunch	\$1,466.60	\$234.90	\$584.22	\$2,285.72
Regular breakfast	\$94.38	\$1.74	\$3.51	\$99.63
COVENTRY ELEM. Totals	\$1,560.98	\$236.64	\$587.73	\$2,385.35
DARE ELEM.				
Lunch	\$858.00	\$823.02	\$1,147.04	\$2,828.06
Regular breakfast	\$58.08	\$44.37	\$283.14	\$385.59
DARE ELEM. Totals	\$916.08	\$867.39	\$1,430.18	\$3,213.65
GRAFTON BETHEL ELEM.				
Lunch	\$1,366.20	\$400.20	\$1,258.32	\$3,024.72
Regular breakfast	\$91.08	\$1.74	\$212.94	\$305.76
GRAFTON BETHEL ELEM. Totals	\$1,457.28	\$401.94	\$1,471.26	\$3,330.48
GRAFTON HIGH				
Lunch	\$3,616.40	\$2,188.92	\$2,197.78	\$8,003.10
GRAFTON HIGH Totals	\$3,616.40	\$2,188.92	\$2,197.78	\$8,003.10
MAGRUDER ELEM.				
Lunch	\$840.20	\$2,169.78	\$3,969.70	\$6,979.68
Regular breakfast	\$84.04	\$200.10	\$973.44	\$1,257.58
MAGRUDER ELEM. Totals	\$924.24	\$2,369.88	\$4,943.14	\$8,237.26
MT. VERNON ELEM.				
Lunch	\$1,190.20	\$1,009.20	\$909.50	\$3,108.90
Regular breakfast	\$6.82	\$0.00	\$167.31	\$174.13
MT. VERNON ELEM. Totals	\$1,197.02	\$1,009.20	\$1,076.81	\$3,283.03
QUEENS LAKE MIDDLE				
Lunch	\$970.80	\$1,392.00	\$2,737.06	\$5,099.86
Regular breakfast	\$54.56	\$113.10	\$549.90	\$717.56
QUEENS LAKE MIDDLE Totals	\$1,025.36	\$1,505.10	\$3,286.96	\$5,817.42
SEAFORD ELEM.				
Lunch	\$1,054.60	\$407.16	\$776.82	\$2,238.58
Regular breakfast	\$122.76	\$17.40	\$106.47	\$246.63
SEAFORD ELEM. Totals	\$1,177.36	\$424.56	\$883.29	\$2,485.21
TABB ELEM.				
Lunch	\$1,010.40	\$1,886.16	\$1,339.64	\$4,236.20
Regular breakfast	\$15.62	\$86.13	\$225.81	\$327.56
TABB ELEM. Totals	\$1,026.02	\$1,972.29	\$1,565.45	\$4,563.76
TABB HIGH				
Lunch	\$1,304.00	\$1,003.98	\$885.96	\$3,193.94
TABB HIGH Totals	\$1,304.00	\$1,003.98	\$885.96	\$3,193.94
TABB MIDDLE				
Lunch	\$1,801.20	\$2,663.94	\$1,089.26	\$5,554.40
TABB MIDDLE Totals	\$1,801.20	\$2,663.94	\$1,089.26	\$5,554.40
WALLER MILL ELEM.				
Lunch	\$484.80	\$280.14	\$1,078.56	\$1,843.50
Regular breakfast	\$79.86	\$40.89	\$149.76	\$270.51
WALLER MILL ELEM. Totals	\$564.66	\$321.03	\$1,228.32	\$2,114.01
YORK HIGH				
Lunch	\$825.40	\$647.28	\$2,339.02	\$3,811.70
Regular breakfast	\$30.36	\$87.00	\$615.42	\$732.78

YORK HIGH Totals	\$855.76	\$734.28	\$2,954.44	\$4,544.48
YORKTOWN ELEM.				
Lunch	\$585.40	\$1,049.22	\$4,577.46	\$6,212.08
Regular breakfast	\$131.78	\$242.73	\$1,629.81	\$2,004.32
YORKTOWN ELEM. Totals	\$717.18	\$1,291.95	\$6,207.27	\$8,216.40
YORKTOWN MIDDLE				
Lunch	\$1,209.20	\$774.30	\$3,704.34	\$5,687.84
YORKTOWN MIDDLE Totals	\$1,209.20	\$774.30	\$3,704.34	\$5,687.84

York County Public Schools Totals

TOTAL of All Programs	\$20,796.08	\$21,763.05	\$37,174.14	\$79,733.27
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October / 2002 Totals

TOTAL of All Programs	\$20,796.08	\$21,763.05	\$37,174.14	\$79,733.27
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November / 2002**York County Public Schools**

BETHEL MANOR ELEM.				
Lunch	\$574.60	\$2,298.54	\$1,052.88	\$3,926.02
Regular breakfast	\$76.12	\$156.60	\$219.96	\$452.68
BETHEL MANOR ELEM. Totals	\$650.72	\$2,455.14	\$1,272.84	\$4,378.70
BRUTON HIGH				
Lunch	\$440.60	\$488.94	\$1,468.04	\$2,397.58
BRUTON HIGH Totals	\$440.60	\$488.94	\$1,468.04	\$2,397.58
COVENTRY ELEM.				
Lunch	\$1,050.60	\$200.10	\$357.38	\$1,608.08
Regular breakfast	\$76.78	\$11.31	\$9.36	\$97.45
COVENTRY ELEM. Totals	\$1,127.38	\$211.41	\$366.74	\$1,705.53
DARE ELEM.				
Lunch	\$628.20	\$563.76	\$806.78	\$1,998.74
Regular breakfast	\$41.80	\$19.14	\$211.77	\$272.71
DARE ELEM. Totals	\$670.00	\$582.90	\$1,018.55	\$2,271.45
GRAFTON BETHEL ELEM.				
Lunch	\$979.00	\$280.14	\$879.54	\$2,138.68
Regular breakfast	\$69.30	\$0.00	\$161.46	\$230.76
GRAFTON BETHEL ELEM. Totals	\$1,048.30	\$280.14	\$1,041.00	\$2,369.44
GRAFTON HIGH				
Lunch	\$2,585.00	\$1,699.98	\$1,590.02	\$5,875.00
GRAFTON HIGH Totals	\$2,585.00	\$1,699.98	\$1,590.02	\$5,875.00
MAGRUDER ELEM.				
Lunch	\$618.00	\$1,508.58	\$2,929.66	\$5,056.24
Regular breakfast	\$57.86	\$128.76	\$697.32	\$883.94
MAGRUDER ELEM. Totals	\$675.86	\$1,637.34	\$3,626.98	\$5,940.18
MT. VERNON ELEM.				
Lunch	\$823.60	\$720.36	\$686.94	\$2,230.90
Regular breakfast	\$4.84	\$5.22	\$139.23	\$149.29
MT. VERNON ELEM. Totals	\$828.44	\$725.58	\$826.17	\$2,380.19
QUEENS LAKE MIDDLE				
Lunch	\$649.80	\$910.02	\$1,842.54	\$3,402.36
Regular breakfast	\$39.82	\$55.68	\$367.38	\$462.88
QUEENS LAKE MIDDLE Totals	\$689.62	\$965.70	\$2,209.92	\$3,865.24
SEAFORD ELEM.				
Lunch	\$745.40	\$288.84	\$605.62	\$1,639.86
Regular breakfast	\$92.18	\$34.80	\$111.15	\$238.13
SEAFORD ELEM. Totals	\$837.58	\$323.64	\$716.77	\$1,877.99
TABB ELEM.				

Lunch	\$753.60	\$1,425.06	\$971.56	\$3,150.22
Regular breakfast	\$10.34	\$54.81	\$179.01	\$244.16
TABB ELEM. Totals	\$763.94	\$1,479.87	\$1,150.57	\$3,394.38
TABB HIGH				
Lunch	\$964.20	\$734.28	\$689.08	\$2,387.56
TABB HIGH Totals	\$964.20	\$734.28	\$689.08	\$2,387.56
TABB MIDDLE				
Lunch	\$1,300.00	\$1,865.28	\$836.74	\$4,002.02
TABB MIDDLE Totals	\$1,300.00	\$1,865.28	\$836.74	\$4,002.02
WALLER MILL ELEM.				
Lunch	\$361.80	\$231.42	\$847.44	\$1,440.66
Regular breakfast	\$50.38	\$28.71	\$121.68	\$200.77
WALLER MILL ELEM. Totals	\$412.18	\$260.13	\$969.12	\$1,641.43
YORK HIGH				
Lunch	\$610.60	\$459.36	\$1,694.88	\$2,764.84
Regular breakfast	\$16.72	\$50.46	\$418.86	\$486.04
YORK HIGH Totals	\$627.32	\$509.82	\$2,113.74	\$3,250.88
YORKTOWN ELEM.				
Lunch	\$411.80	\$809.10	\$3,036.66	\$4,257.56
Regular breakfast	\$97.02	\$187.05	\$1,043.64	\$1,327.71
YORKTOWN ELEM. Totals	\$508.82	\$996.15	\$4,080.30	\$5,585.27
YORKTOWN MIDDLE				
Lunch	\$841.60	\$556.80	\$2,670.72	\$4,069.12
YORKTOWN MIDDLE Totals	\$841.60	\$556.80	\$2,670.72	\$4,069.12

York County Public Schools Totals

TOTAL of All Programs	\$14,971.56	\$15,773.10	\$26,647.30	\$57,391.96
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November / 2002 Totals

TOTAL of All Programs	\$14,971.56	\$15,773.10	\$26,647.30	\$57,391.96
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December / 2002**York County Public Schools****BETHEL MANOR ELEM.**

Lunch	\$516.60	\$1,891.38	\$868.84	\$3,276.82
Regular breakfast	\$53.46	\$122.67	\$160.29	\$336.42
BETHEL MANOR ELEM. Totals	\$570.06	\$2,014.05	\$1,029.13	\$3,613.24

BRUTON HIGH

Lunch	\$345.60	\$408.90	\$1,232.64	\$1,987.14
BRUTON HIGH Totals	\$345.60	\$408.90	\$1,232.64	\$1,987.14

COVENTRY ELEM.

Lunch	\$867.00	\$196.62	\$306.02	\$1,369.64
Regular breakfast	\$61.60	\$29.58	\$31.59	\$122.77
COVENTRY ELEM. Totals	\$928.60	\$226.20	\$337.61	\$1,492.41

DARE ELEM.

Lunch	\$502.20	\$487.20	\$618.46	\$1,607.86
Regular breakfast	\$29.92	\$15.66	\$160.29	\$205.87
DARE ELEM. Totals	\$532.12	\$502.86	\$778.75	\$1,813.73

GRAFTON BETHEL ELEM.

Lunch	\$839.80	\$240.12	\$776.82	\$1,856.74
Regular breakfast	\$56.54	\$0.87	\$159.12	\$216.53
GRAFTON BETHEL ELEM. Totals	\$896.34	\$240.99	\$935.94	\$2,073.27

GRAFTON HIGH

Lunch	\$2,035.00	\$1,294.56	\$1,275.44	\$4,605.00
GRAFTON HIGH Totals	\$2,035.00	\$1,294.56	\$1,275.44	\$4,605.00

MAGRUDER ELEM.

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Lunch	\$528.80	\$1,282.38	\$2,386.10	\$4,197.28
Regular breakfast	\$53.24	\$94.83	\$559.26	\$707.33
MAGRUDER ELEM. Totals	\$582.04	\$1,377.21	\$2,945.36	\$4,904.61
MT. VERNON ELEM.				
Lunch	\$691.60	\$548.10	\$607.76	\$1,847.46
Regular breakfast	\$6.16	\$8.70	\$142.74	\$157.60
MT. VERNON ELEM. Totals	\$697.76	\$556.80	\$750.50	\$2,005.06
QUEENS LAKE MIDDLE				
Lunch	\$568.80	\$776.04	\$1,450.92	\$2,795.76
Regular breakfast	\$27.72	\$39.15	\$319.41	\$386.28
QUEENS LAKE MIDDLE Totals	\$596.52	\$815.19	\$1,770.33	\$3,182.04
SEAFORD ELEM.				
Lunch	\$652.40	\$259.26	\$511.46	\$1,423.12
Regular breakfast	\$79.86	\$14.79	\$101.79	\$196.44
SEAFORD ELEM. Totals	\$732.26	\$274.05	\$613.25	\$1,619.56
TABB ELEM.				
Lunch	\$630.00	\$1,141.44	\$772.54	\$2,543.98
Regular breakfast	\$8.58	\$59.16	\$131.04	\$198.78
TABB ELEM. Totals	\$638.58	\$1,200.60	\$903.58	\$2,742.76
TABB HIGH				
Lunch	\$772.60	\$520.26	\$524.30	\$1,817.16
TABB HIGH Totals	\$772.60	\$520.26	\$524.30	\$1,817.16
TABB MIDDLE				
Lunch	\$1,031.60	\$1,334.58	\$642.00	\$3,008.18
TABB MIDDLE Totals	\$1,031.60	\$1,334.58	\$642.00	\$3,008.18
WALLER MILL ELEM.				
Lunch	\$301.40	\$179.22	\$648.42	\$1,129.04
Regular breakfast	\$36.74	\$32.19	\$88.92	\$157.85
WALLER MILL ELEM. Totals	\$338.14	\$211.41	\$737.34	\$1,286.89
YORK HIGH				
Lunch	\$481.20	\$309.72	\$1,198.40	\$1,989.32
Regular breakfast	\$15.18	\$25.23	\$340.47	\$380.88
YORK HIGH Totals	\$496.38	\$334.95	\$1,538.87	\$2,370.20
YORKTOWN ELEM.				
Lunch	\$372.20	\$678.60	\$2,435.32	\$3,486.12
Regular breakfast	\$73.70	\$138.33	\$811.98	\$1,024.01
YORKTOWN ELEM. Totals	\$445.90	\$816.93	\$3,247.30	\$4,510.13
YORKTOWN MIDDLE				
Lunch	\$706.00	\$421.08	\$2,212.76	\$3,339.84
YORKTOWN MIDDLE Totals	\$706.00	\$421.08	\$2,212.76	\$3,339.84
York County Public Schools Totals				
TOTAL of All Programs	\$12,345.50	\$12,550.62	\$21,475.10	\$46,371.22
December / 2002 Totals				
TOTAL of All Programs	\$12,345.50	\$12,550.62	\$21,475.10	\$46,371.22
January / 2003				
York County Public Schools				
BETHEL MANOR ELEM.				
Lunch	\$700.20	\$2,455.14	\$1,162.02	\$4,317.36
Regular breakfast	\$67.54	\$129.63	\$242.19	\$439.36
BETHEL MANOR ELEM. Totals	\$767.74	\$2,584.77	\$1,404.21	\$4,756.72
BRUTON HIGH				
Lunch	\$417.60	\$522.00	\$1,352.48	\$2,292.08
BRUTON HIGH Totals	\$417.60	\$522.00	\$1,352.48	\$2,292.08

COVENTRY ELEM.				
Lunch	\$1,157.00	\$280.14	\$408.74	\$1,845.88
Regular breakfast	\$60.94	\$43.50	\$46.80	\$151.24
COVENTRY ELEM. Totals	\$1,217.94	\$323.64	\$455.54	\$1,997.12
DARE ELEM.				
Lunch	\$725.00	\$662.94	\$928.76	\$2,316.70
Regular breakfast	\$39.38	\$22.62	\$215.28	\$277.28
DARE ELEM. Totals	\$764.38	\$685.56	\$1,144.04	\$2,593.98
GRAFTON BETHEL ELEM.				
Lunch	\$977.60	\$304.50	\$1,046.46	\$2,328.56
Regular breakfast	\$65.56	\$0.87	\$214.11	\$280.54
GRAFTON BETHEL ELEM. Totals	\$1,043.16	\$305.37	\$1,260.57	\$2,609.10
GRAFTON HIGH				
Lunch	\$2,558.00	\$1,419.84	\$1,600.72	\$5,578.56
GRAFTON HIGH Totals	\$2,558.00	\$1,419.84	\$1,600.72	\$5,578.56
MAGRUDER ELEM.				
Lunch	\$733.40	\$1,800.90	\$3,227.12	\$5,761.42
Regular breakfast	\$68.86	\$153.12	\$726.57	\$948.55
MAGRUDER ELEM. Totals	\$802.26	\$1,954.02	\$3,953.69	\$6,709.97
MT. VERNON ELEM.				
Lunch	\$956.60	\$777.78	\$710.48	\$2,444.86
Regular breakfast	\$6.82	\$5.22	\$132.21	\$144.25
MT. VERNON ELEM. Totals	\$963.42	\$783.00	\$842.69	\$2,589.11
QUEENS LAKE MIDDLE				
Lunch	\$701.20	\$995.28	\$1,769.78	\$3,466.26
Regular breakfast	\$35.86	\$48.72	\$413.01	\$497.59
QUEENS LAKE MIDDLE Totals	\$737.06	\$1,044.00	\$2,182.79	\$3,963.85
SEAFORD ELEM.				
Lunch	\$883.60	\$377.58	\$676.24	\$1,937.42
Regular breakfast	\$89.76	\$27.84	\$120.51	\$238.11
SEAFORD ELEM. Totals	\$973.36	\$405.42	\$796.75	\$2,175.53
TABB ELEM.				
Lunch	\$830.40	\$1,559.04	\$1,080.70	\$3,470.14
Regular breakfast	\$10.12	\$67.86	\$187.20	\$265.18
TABB ELEM. Totals	\$840.52	\$1,626.90	\$1,267.90	\$3,735.32
TABB HIGH				
Lunch	\$913.20	\$615.96	\$642.00	\$2,171.16
TABB HIGH Totals	\$913.20	\$615.96	\$642.00	\$2,171.16
TABB MIDDLE				
Lunch	\$1,271.80	\$1,748.70	\$830.32	\$3,850.82
TABB MIDDLE Totals	\$1,271.80	\$1,748.70	\$830.32	\$3,850.82
WALLER MILL ELEM.				
Lunch	\$411.60	\$316.68	\$937.32	\$1,665.60
Regular breakfast	\$51.04	\$48.72	\$114.66	\$214.42
WALLER MILL ELEM. Totals	\$462.64	\$365.40	\$1,051.98	\$1,880.02
YORK HIGH				
Lunch	\$564.20	\$341.04	\$1,260.46	\$2,165.70
Regular breakfast	\$16.06	\$41.76	\$401.31	\$459.13
YORK HIGH Totals	\$580.26	\$382.80	\$1,661.77	\$2,624.83
YORKTOWN ELEM.				
Lunch	\$506.20	\$878.70	\$3,507.46	\$4,892.36
Regular breakfast	\$75.46	\$133.11	\$959.40	\$1,167.97
YORKTOWN ELEM. Totals	\$581.66	\$1,011.81	\$4,466.86	\$6,060.33
YORKTOWN MIDDLE				

Lunch	\$810.00	\$487.20	\$2,612.94	\$3,910.14
YORKTOWN MIDDLE Totals	\$810.00	\$487.20	\$2,612.94	\$3,910.14

York County Public Schools Totals

TOTAL of All Programs	\$15,705.00	\$16,266.39	\$27,527.25	\$59,498.64
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January / 2003 Totals

TOTAL of All Programs	\$15,705.00	\$16,266.39	\$27,527.25	\$59,498.64
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February / 2003**York County Public Schools**

BETHEL MANOR ELEM.

Lunch	\$647.00	\$2,378.58	\$1,204.82	\$4,230.40
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Regular breakfast	\$70.18	\$111.36	\$212.94	\$394.48
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BETHEL MANOR ELEM. Totals	\$717.18	\$2,489.94	\$1,417.76	\$4,624.88
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BRUTON HIGH

Lunch	\$453.00	\$596.82	\$1,498.00	\$2,547.82
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BRUTON HIGH Totals	\$453.00	\$596.82	\$1,498.00	\$2,547.82
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COVENTRY ELEM.

Lunch	\$1,084.60	\$325.38	\$423.72	\$1,833.70
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Regular breakfast	\$67.10	\$44.37	\$49.14	\$160.61
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COVENTRY ELEM. Totals	\$1,151.70	\$369.75	\$472.86	\$1,994.31
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DARE ELEM.

Lunch	\$677.40	\$581.16	\$881.68	\$2,140.24
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Regular breakfast	\$33.00	\$45.24	\$223.47	\$301.71
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DARE ELEM. Totals	\$710.40	\$626.40	\$1,105.15	\$2,441.95
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GRAFTON BETHEL ELEM.

Lunch	\$995.40	\$335.82	\$1,125.64	\$2,456.86
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Regular breakfast	\$58.96	\$1.74	\$244.53	\$305.23
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GRAFTON BETHEL ELEM. Totals	\$1,054.36	\$337.56	\$1,370.17	\$2,762.09
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GRAFTON HIGH

Lunch	\$2,835.80	\$1,546.86	\$1,778.34	\$6,161.00
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GRAFTON HIGH Totals	\$2,835.80	\$1,546.86	\$1,778.34	\$6,161.00
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MAGRUDER ELEM.

Lunch	\$686.00	\$1,790.46	\$3,096.58	\$5,573.04
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Regular breakfast	\$80.52	\$175.74	\$755.82	\$1,012.08
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MAGRUDER ELEM. Totals	\$766.52	\$1,966.20	\$3,852.40	\$6,585.12
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MT. VERNON ELEM.

Lunch	\$897.60	\$732.54	\$652.70	\$2,282.84
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Regular breakfast	\$5.06	\$0.87	\$126.36	\$132.29
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MT. VERNON ELEM. Totals	\$902.66	\$733.41	\$779.06	\$2,415.13
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QUEENS LAKE MIDDLE

Lunch	\$724.80	\$1,090.98	\$1,799.74	\$3,615.52
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Regular breakfast	\$36.96	\$46.11	\$343.98	\$427.05
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QUEENS LAKE MIDDLE Totals	\$761.76	\$1,137.09	\$2,143.72	\$4,042.57
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SEAFORD ELEM.

Lunch	\$875.00	\$356.70	\$635.58	\$1,867.28
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Regular breakfast	\$95.92	\$26.97	\$115.83	\$238.72
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SEAFORD ELEM. Totals	\$970.92	\$383.67	\$751.41	\$2,106.00
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TABB ELEM.

Lunch	\$784.80	\$1,525.98	\$1,123.50	\$3,434.28
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Regular breakfast	\$10.78	\$68.73	\$212.94	\$292.45
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TABB ELEM. Totals	\$795.58	\$1,594.71	\$1,336.44	\$3,726.73
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TABB HIGH

Lunch	\$1,016.20	\$741.24	\$693.36	\$2,450.80
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TABB HIGH Totals	\$1,016.20	\$741.24	\$693.36	\$2,450.80
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TABB MIDDLE

Lunch	\$1,387.80	\$2,053.20	\$881.68	\$4,322.68
TABB MIDDLE Totals	\$1,387.80	\$2,053.20	\$881.68	\$4,322.68

WALLER MILL ELEM.

Lunch	\$356.20	\$328.86	\$890.24	\$1,575.30
Regular breakfast	\$46.42	\$64.38	\$124.02	\$234.82
WALLER MILL ELEM. Totals	\$402.62	\$393.24	\$1,014.26	\$1,810.12

YORK HIGH

Lunch	\$647.40	\$403.68	\$1,346.06	\$2,397.14
Regular breakfast	\$20.68	\$46.98	\$425.88	\$493.54
YORK HIGH Totals	\$668.08	\$450.66	\$1,771.94	\$2,890.68

YORKTOWN ELEM.

Lunch	\$479.60	\$972.66	\$3,650.84	\$5,103.10
Regular breakfast	\$76.78	\$158.34	\$1,097.46	\$1,332.58
YORKTOWN ELEM. Totals	\$556.38	\$1,131.00	\$4,748.30	\$6,435.68

YORKTOWN MIDDLE

Lunch	\$919.00	\$520.26	\$2,893.28	\$4,332.54
YORKTOWN MIDDLE Totals	\$919.00	\$520.26	\$2,893.28	\$4,332.54

York County Public Schools Totals

TOTAL of All Programs	\$16,069.96	\$17,072.01	\$28,508.13	\$61,650.10
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February / 2003 Totals

TOTAL of All Programs	\$16,069.96	\$17,072.01	\$28,508.13	\$61,650.10
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March / 2003**York County Public Schools**

BETHEL MANOR ELEM.

Lunch	\$663.40	\$2,463.84	\$1,194.12	\$4,321.36
Regular breakfast	\$78.98	\$123.54	\$234.00	\$436.52
BETHEL MANOR ELEM. Totals	\$742.38	\$2,587.38	\$1,428.12	\$4,757.88

BRUTON HIGH

Lunch	\$530.60	\$739.50	\$1,669.20	\$2,939.30
BRUTON HIGH Totals	\$530.60	\$739.50	\$1,669.20	\$2,939.30

COVENTRY ELEM.

Lunch	\$1,261.20	\$363.66	\$466.52	\$2,091.38
Regular breakfast	\$97.24	\$54.81	\$44.46	\$196.51
COVENTRY ELEM. Totals	\$1,358.44	\$418.47	\$510.98	\$2,287.89

DARE ELEM.

Lunch	\$815.00	\$702.96	\$1,048.60	\$2,566.56
Regular breakfast	\$41.14	\$65.25	\$266.76	\$373.15
DARE ELEM. Totals	\$856.14	\$768.21	\$1,315.36	\$2,939.71

GRAFTON BETHEL ELEM.

Lunch	\$1,223.00	\$448.92	\$1,346.06	\$3,017.98
Regular breakfast	\$72.38	\$6.09	\$315.90	\$394.37
GRAFTON BETHEL ELEM. Totals	\$1,295.38	\$455.01	\$1,661.96	\$3,412.35

GRAFTON HIGH

Lunch	\$3,294.60	\$1,880.94	\$2,069.38	\$7,244.92
GRAFTON HIGH Totals	\$3,294.60	\$1,880.94	\$2,069.38	\$7,244.92

MAGRUDER ELEM.

Lunch	\$815.80	\$2,088.00	\$3,648.70	\$6,552.50
Regular breakfast	\$112.64	\$219.24	\$895.05	\$1,226.93
MAGRUDER ELEM. Totals	\$928.44	\$2,307.24	\$4,543.75	\$7,779.43

MT. VERNON ELEM.

Lunch	\$1,044.60	\$873.48	\$798.22	\$2,716.30
Regular breakfast	\$5.94	\$3.48	\$113.49	\$122.91

MT. VERNON ELEM. Totals	\$1,050.54	\$876.96	\$911.71	\$2,839.21
QUEENS LAKE MIDDLE				
Lunch	\$845.00	\$1,202.34	\$2,092.92	\$4,140.26
Regular breakfast	\$44.00	\$51.33	\$349.83	\$445.16
QUEENS LAKE MIDDLE Totals	\$889.00	\$1,253.67	\$2,442.75	\$4,585.42
SEAFORD ELEM.				
Lunch	\$1,014.80	\$443.70	\$656.98	\$2,115.48
Regular breakfast	\$138.38	\$25.23	\$141.57	\$305.18
SEAFORD ELEM. Totals	\$1,153.18	\$468.93	\$798.55	\$2,420.66
TABB ELEM.				
Lunch	\$911.20	\$1,719.12	\$1,273.30	\$3,903.62
Regular breakfast	\$12.76	\$80.91	\$223.47	\$317.14
TABB ELEM. Totals	\$923.96	\$1,800.03	\$1,496.77	\$4,220.76
TABB HIGH				
Lunch	\$1,185.60	\$812.58	\$701.92	\$2,700.10
TABB HIGH Totals	\$1,185.60	\$812.58	\$701.92	\$2,700.10
TABB MIDDLE				
Lunch	\$1,539.80	\$2,291.58	\$965.14	\$4,796.52
TABB MIDDLE Totals	\$1,539.80	\$2,291.58	\$965.14	\$4,796.52
WALLER MILL ELEM.				
Lunch	\$412.00	\$342.78	\$1,061.44	\$1,816.22
Regular breakfast	\$63.58	\$77.43	\$166.14	\$307.15
WALLER MILL ELEM. Totals	\$475.58	\$420.21	\$1,227.58	\$2,123.37
YORK HIGH				
Lunch	\$784.40	\$515.04	\$1,596.44	\$2,895.88
Regular breakfast	\$29.70	\$47.85	\$525.33	\$602.88
YORK HIGH Totals	\$814.10	\$562.89	\$2,121.77	\$3,498.76
YORKTOWN ELEM.				
Lunch	\$557.00	\$1,068.36	\$4,059.58	\$5,684.94
Regular breakfast	\$94.60	\$202.71	\$1,352.52	\$1,649.83
YORKTOWN ELEM. Totals	\$651.60	\$1,271.07	\$5,412.10	\$7,334.77
YORKTOWN MIDDLE				
Lunch	\$1,098.20	\$716.88	\$3,122.26	\$4,937.34
YORKTOWN MIDDLE Totals	\$1,098.20	\$716.88	\$3,122.26	\$4,937.34
York County Public Schools Totals				
TOTAL of All Programs	\$18,787.54	\$19,631.55	\$32,399.30	\$70,818.39
March / 2003 Totals				
TOTAL of All Programs	\$18,787.54	\$19,631.55	\$32,399.30	\$70,818.39
April / 2003				
York County Public Schools				
BETHEL MANOR ELEM.				
Lunch	\$637.00	\$2,406.42	\$1,095.68	\$4,139.10
Regular breakfast	\$80.52	\$108.75	\$251.55	\$440.82
BETHEL MANOR ELEM. Totals	\$717.52	\$2,515.17	\$1,347.23	\$4,579.92
BRUTON HIGH				
Lunch	\$441.00	\$638.58	\$1,453.06	\$2,532.64
BRUTON HIGH Totals	\$441.00	\$638.58	\$1,453.06	\$2,532.64
COVENTRY ELEM.				
Lunch	\$1,134.60	\$269.70	\$421.58	\$1,825.88
Regular breakfast	\$79.64	\$25.23	\$30.42	\$135.29
COVENTRY ELEM. Totals	\$1,214.24	\$294.93	\$452.00	\$1,961.17
DARE ELEM.				
Lunch	\$719.60	\$591.60	\$864.56	\$2,175.76
Regular breakfast				

	\$31.24	\$44.37	\$211.77	\$287.38
DARE ELEM. Totals	\$750.84	\$635.97	\$1,076.33	\$2,463.14
GRAFTON BETHEL ELEM.				
Lunch	\$1,046.40	\$393.24	\$1,074.28	\$2,513.92
Regular breakfast	\$61.60	\$15.66	\$230.49	\$307.75
GRAFTON BETHEL ELEM. Totals	\$1,108.00	\$408.90	\$1,304.77	\$2,821.67
GRAFTON HIGH				
Lunch	\$2,769.60	\$1,508.58	\$1,769.78	\$6,047.96
GRAFTON HIGH Totals	\$2,769.60	\$1,508.58	\$1,769.78	\$6,047.96
MAGRUDER ELEM.				
Lunch	\$718.60	\$1,653.00	\$3,254.94	\$5,626.54
Regular breakfast	\$111.54	\$181.83	\$710.19	\$1,003.56
MAGRUDER ELEM. Totals	\$830.14	\$1,834.83	\$3,965.13	\$6,630.10
MT. VERNON ELEM.				
Lunch	\$937.00	\$742.98	\$719.04	\$2,399.02
Regular breakfast	\$6.38	\$0.87	\$91.26	\$98.51
MT. VERNON ELEM. Totals	\$943.38	\$743.85	\$810.30	\$2,497.53
QUEENS LAKE MIDDLE				
Lunch	\$676.80	\$970.92	\$1,699.16	\$3,346.88
Regular breakfast	\$32.56	\$43.50	\$284.31	\$360.37
QUEENS LAKE MIDDLE Totals	\$709.36	\$1,014.42	\$1,983.47	\$3,707.25
SEAFORD ELEM.				
Lunch	\$894.20	\$374.10	\$586.36	\$1,854.66
Regular breakfast	\$136.40	\$23.49	\$125.19	\$285.08
SEAFORD ELEM. Totals	\$1,030.60	\$397.59	\$711.55	\$2,139.74
TABB ELEM.				
Lunch	\$814.80	\$1,465.08	\$1,144.90	\$3,424.78
Regular breakfast	\$14.96	\$49.59	\$193.05	\$257.60
TABB ELEM. Totals	\$829.76	\$1,514.67	\$1,337.95	\$3,682.38
TABB HIGH				
Lunch	\$1,016.20	\$669.90	\$590.64	\$2,276.74
TABB HIGH Totals	\$1,016.20	\$669.90	\$590.64	\$2,276.74
TABB MIDDLE				
Lunch	\$1,266.20	\$1,898.34	\$954.44	\$4,118.98
TABB MIDDLE Totals	\$1,266.20	\$1,898.34	\$954.44	\$4,118.98
WALLER MILL ELEM.				
Lunch	\$358.40	\$285.36	\$896.66	\$1,540.42
Regular breakfast	\$53.24	\$51.33	\$147.42	\$251.99
WALLER MILL ELEM. Totals	\$411.64	\$336.69	\$1,044.08	\$1,792.41
YORK HIGH				
Lunch	\$665.40	\$433.26	\$1,485.16	\$2,583.82
Regular breakfast	\$28.16	\$43.50	\$471.51	\$543.17
YORK HIGH Totals	\$693.56	\$476.76	\$1,956.67	\$3,126.99
YORKTOWN ELEM.				
Lunch	\$515.20	\$925.68	\$3,695.78	\$5,136.66
Regular breakfast	\$66.44	\$192.27	\$1,159.47	\$1,418.18
YORKTOWN ELEM. Totals	\$581.64	\$1,117.95	\$4,855.25	\$6,554.84
YORKTOWN MIDDLE				
Lunch	\$912.20	\$598.56	\$2,497.38	\$4,008.14
YORKTOWN MIDDLE Totals	\$912.20	\$598.56	\$2,497.38	\$4,008.14
York County Public Schools Totals				
TOTAL of All Programs	\$16,225.88	\$16,605.69	\$28,110.03	\$60,941.60
April / 2003 Totals				
TOTAL of All Programs	\$16,225.88	\$16,605.69	\$28,110.03	\$60,941.60

COUNTY OF YORK, VIRGINIA
REQUEST FOR PROPOSALS
RFP

Issue Date: August __, 2003

RFP No. 1343

Foodservice Operations and Management Services

APPENDIX G
Worksheet #6

EXPENDITURE AND REVENUE
SUMMARY

FY01 (6 pages)

FY02 (7 pages)

FYO3 (6 pages)

&

FINANCIAL STATEMENTS

FY01 (6 pages)

FY02 (6 pages)

FYO3 (not available as of August 22, 2003)

COUNTY OF YORK
REVENUE SUMMARY
7/01/2000 - 6/30/2001

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	PAGE 1 TIME 8:22 -COST SUMMARY-	
						BALANCE	REMAIN.
30315-	REVENUE LOCAL SERVICES	16,000.00	16,000.00	.00	42,894.55		26,894.55-68.09-
1010-	INTEREST ON DEPOSITS	16,000.00	16,000.00	.00	42,894.55		26,894.55-68.09-
	--MAJOR TOTAL--						

F401

Food Service

* Does not include
USDA Commodities

8/22/2001 *GL060H*
 FUND #-053 SCHOOL FOOD SERVICE

COUNTY OF YORK
 REVENUE SUMMARY
 7/01/2000 - 6/30/2001

PAGE 2
 TIME 8:22
 -COST SUMMARY-

BALANCE \$
 REMAIN.-----
 174,437.04 9.33
 174,437.04 9.33

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT
30316-	CHARGES FOR SERVICES	1,868,736.00	1,868,736.00	6,921.21-	1,694,298.96
7500-	CAFETERIA SALES	1,868,736.00	1,868,736.00	6,921.21-	1,694,298.96
	--MAJOR TOTAL--				

8/22/2001
FUND #053 SCHOOL FOOD SERVICE

GL060H

COUNTY OF YORK
REVENUE SUMMARY
7/01/2000 - 6/30/2001

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
-----	-----	-----	-----	-----	-----	-----	-----
30324-	COMM CATEGORICAL AID	50,000.00	50,000.00	.00	49,559.39	440.61	.88
2500-	SCHOOL FOOD PROGRAM	50,000.00	50,000.00	.00	49,559.39	440.61	.88
	--MAJOR TOTAL--						

PAGE 3
TIME 8:22
-COST SUMMARY-

8/22/2001 *GL060H*
FUND #-053 SCHOOL FOOD SERVICE

COUNTY OF YORK
REVENUE SUMMARY
7/01/2000 - 6/30/2001

MAJOR	ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
		-----	-----	-----	-----	-----	\$	
30333-		FEDERAL CATEGORICAL AID						
2130-		SCHOOL FOOD PROGRAM/USDA	520,000.00	520,000.00	.00	521,487.52		1,487.52- .28-
2131-		SCHOOL BREAKFAST	70,000.00	70,000.00	.00	62,026.23		7,973.77 11.39
2132-		USDA DONATED FOODS	130,000.00	130,000.00	.00	.00		130,000.00 00.00
		--MAJOR TOTAL--	720,000.00	720,000.00	.00	583,513.75		136,486.25 18.95
		--FUND TOTAL--	2,654,736.00	2,654,736.00	6,921.21-	2,370,266.65		284,469.35 10.71

PAGE 4
TIME 8:22
-COST SUMMARY-

COUNTY OF YORK
EXPENDITURE SUMMARY
7/01/2000 - 6/30/2001

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D ENCUMBRANCE AMOUNT	UNENCUMBERED \$ BALANCE	REMAIN.
651000-000	FOOD SVC.SCH FOOD SVC						
1143-000-000	FOOD SVCS-TECH SAL	35,225.00	35,225.00	.00	36,125.20	.00	900.20- 2.55-
1193-000-000	FOOD SVCS-FOOD SVC SAL	935,407.00	935,407.00	.00	914,333.90	.00	21,073.10 2.25
1595-000-000	FOOD SVC OT	10,330.00	10,330.00	.00	9,541.02	.00	788.98 7.63
	PERSONAL SERVICES -SUB/T-	980,962.00	980,962.00	.00	960,000.12	.00	20,961.88 2.13
2100-000-000	FOOD SVCS-FICA	75,044.00	75,044.00	.00	68,783.38	.00	6,260.62 8.34
2200-000-000	FOOD SVCS-VRS	101,778.00	101,778.00	.00	97,241.96	.00	4,536.04 4.45
2300-000-000	FOOD SVCS-HLTH INS	90,122.00	90,122.00	.00	116,980.06	.00	26,858.06-29.80-
2400-000-000	FOOD SVCS-GRP LIFE INS	12,851.00	12,851.00	.00	12,345.66	.00	505.34 3.93
2600-000-000	FOOD SVCS-UNEMPL COMP	3,500.00	3,500.00	.00	.00	.00	3,500.00 00.00
2800-000-000	FOOD SVCS-OTHER BENEFITS	24,748.00	24,748.00	.00	24,748.00	.00	.00 .00
	EMPLOYEE BENEFITS -SUB/T-	308,043.00	308,043.00	.00	320,099.06	.00	12,056.06- 3.91-
3310-000-000	FOOD SVC RPR MAINT MT	15,000.00	15,000.00	.00	.00	.00	15,000.00 00.00
3900-000-000	FOOD SVC MISC CONT SVC M	26,000.00	26,000.00	.00	3,955.74	.00	22,044.26 84.78
	PURCHASED SERVICES-SUB/T-	41,000.00	41,000.00	.00	3,955.74	.00	37,044.26 90.35
5504-000-000	FOOD SVC TRAVEL MT	6,000.00	6,000.00	.00	6,511.60	.00	511.60- 8.52-
	OTHER CHARGES -SUB/T-	6,000.00	6,000.00	.00	6,511.60	.00	511.60- 8.52-
6002-000-000	FOOD SVC FOOD MT	1,003,731.00	1,003,731.00	.00	955,165.38	.00	48,565.62 4.83
6990-000-000	FOOD SVC MISC MAIL/SPLS	150,000.00	150,000.00	.00	96,473.89	.00	53,526.11 35.68
6995-000-000	FOOD SVC USDA COMM MT	130,000.00	130,000.00	.00	.00	.00	130,000.00 00.00
	MATERIALS/SUPPLIES-SUB/T-	1,283,731.00	1,283,731.00	.00	1,051,639.27	.00	232,091.73 18.07
8911-000-000	FOOD SVC FURN/EQPT-A MT	20,000.00	20,000.00	.00	17,358.34	2,309.05	332.61 1.66
8921-000-000	FOOD SVC FURN/EQPT-RPL M	15,000.00	15,000.00	.00	2,474.99	.00	12,525.01 83.50
	CAPITAL OUTLAY -SUB/T-	35,000.00	35,000.00	.00	19,833.33	2,309.05	12,857.62 36.73
	--COST TOTAL--	2,654,736.00	2,654,736.00	.00	2,362,039.12	2,309.05	290,387.83 10.93
	--MAJOR TOTAL--	2,654,736.00	2,654,736.00	.00	2,362,039.12	2,309.05	290,387.83 10.93
	--FUND TOTAL--	2,654,736.00	2,654,736.00	.00	2,362,039.12	2,309.05	290,387.83 10.93

8/09/2002
FUND #-053 SCHOOL FOOD SERVICE

GL060G

COUNTY OF YORK
REVENUE SUMMARY
7/01/2002 - 9/30/2002

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TIME 8:02

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	DEPARTMENT -	BALANCE	\$ REMAIN.	PREVIOUS YEAR TO DATE
30315-1010	REVENUE LOCAL SERVICES INTEREST ON DEPOSITS	25,000.00	25,000.00	1,619.82	18,553.74		6,446.26	25.78	.00
	---MAJOR TOTAL---	25,000.00	25,000.00	1,619.82	18,553.74		6,446.26	25.78	.00

FY02

* Does not include
USDA Commodities

8/09/2002 *GL060G*
FUND #-053 SCHOOL FOOD SERVICE

COUNTY OF YORK
REVENUE SUMMARY
7/01/2002 - 9/30/2002

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	\$ REMAIN.	PREVIOUS YEAR TO DATE
-----	-----	-----	-----	-----	-----	-----	-----	-----
30316- 7500	CHARGES FOR SERVICES CAFETERIA SALES	1,987,728.00	1,987,728.00	261,224.09	1,835,791.81	151,936.19	7.64	.00
	---	1,987,728.00	1,987,728.00	261,224.09	1,835,791.81	151,936.19	7.64	.00
	---MAJOR TOTAL---							

8/09/2002 *GL060G*
 FUND #-053 SCHOOL FOOD SERVICE

MAJOR

ACCT#

 DESCRIPTION

30318- LOCAL MISCELLANEOUS
 3020 MISC REV

---MAJOR TOTAL---

COUNTY OF YORK
 REVENUE SUMMARY
 7/01/2002 - 9/30/2002

BUDGET AMOUNT -----	APPR. AMOUNT -----	CURRENT AMOUNT -----	Y-T-D AMOUNT -----	BALANCE -----	\$ REMAIN. -----	PREVIOUS YEAR TO DATE -----
.00	.00	126.71	126.71	126.71-	100.00-	.00
.00	.00	126.71	126.71	126.71-	100.00-	.00

- DEPARTMENT -

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8/09/2002 *GL60G*
FUND #-053 SCHOOL FOOD SERVICE

COUNTY OF YORK
REVENUE SUMMARY
7/01/2002 - 9/30/2002

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TIME 8:02

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	\$ REMAIN.	PREVIOUS YEAR TO DATE
-----	-----	-----	-----	-----	-----	-----	-----	-----
30324-2500	COMM CATEGORICAL AID SCHOOL FOOD PROGRAM	52,000.00	52,000.00	.00	49,350.06	2,649.94	5.09	.00
	---MAJOR TOTAL---	52,000.00	52,000.00	.00	49,350.06	2,649.94	5.09	.00

- DEPARTMENT -

8/09/2002
FUND #-053

GL060G
SCHOOL FOOD SERVICE

COUNTY OF YORK
REVENUE SUMMARY
7/01/2002 - 9/30/2002

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TIME 8:02

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	DEPARTMENT BALANCE	\$ REMAIN.	PREVIOUS YEAR TO DATE
30333-	FEDERAL CATEGORICAL AID							
2130	SCHOOL FOOD PROGRAM/USDA	520,000.00	520,000.00	91,316.37	526,519.60	6,519.60-	1.25-	.00
2131	SCHOOL BREAKFAST	70,000.00	70,000.00	11,500.67	116,229.92	46,229.92-	66.04-	.00
2132	USDA DONATED FOODS	130,000.00	130,000.00	.00	.00	130,000.00	100.00	.00
	---MAJOR TOTAL---	720,000.00	720,000.00	102,817.04	642,749.52	77,250.48	10.72	.00
	---FUND TOTAL---	2,784,728.00	2,784,728.00	365,787.66	2,546,571.84	238,156.16	8.55	.00
	-SUB/T-	.00	.00	.00	.00	.00	10.72	.00

8/09/2002

GL060G
FUND #053 SCHOOL FOOD SERVICESCOUNTY OF YORK
EXPENDITURE SUMMARY
7/01/2002 - 9/30/2002PAGE 145
TIME 8:02

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	\$ REMAIN.	PREVIOUS YEAR TO DATE
651000-000	FOOD SVC, SCH FOOD SVC								
1143-000-100	FOOD SVC-TECH SAL	35,225.00	61,859.00	7,361.10	57,626.62	.00	4,232.38	6.84	.00
1193-000-100	FOOD SVC-FOOD SVC SAL	1,038,302.00	1,011,668.00	94,156.58	983,045.67	.00	28,622.33	2.82	.00
1595-000-100	FOOD SVC OT	11,466.00	11,466.00	1,231.55	14,311.25	.00	2,845.25	24.81	.00
	PERSONAL SERVICES -SUB/T-	1,084,993.00	1,084,993.00	102,749.23	1,054,983.54	.00	30,009.46	2.76	.00
2100-000-100	FOOD SVC-FICA	83,299.00	83,299.00	7,338.88	75,690.88	.00	7,608.12	9.13	.00
2200-000-100	FOOD SVC-VRS	112,974.00	112,974.00	9,970.91	99,062.29	.00	13,911.71	12.31	.00
2300-000-100	FOOD SVC-HLTH INS	100,036.00	100,036.00	13,271.70	130,902.80	.00	30,866.80	30.85	.00
2400-000-100	FOOD SVC-GRP LIFE INS	14,265.00	14,265.00	761.60	10,519.90	.00	3,745.10	26.25	.00
2600-000-100	FOOD SVC-UNEMPL COMP	3,885.00	3,885.00	.00	.00	.00	3,885.00	100.00	.00
2800-000-100	FOOD SVC-OTHER BENEFITS	27,470.00	27,470.00	.00	20,000.00	.00	7,470.00	27.19	.00
	EMPLOYEE BENEFITS -SUB/T-	341,929.00	341,929.00	31,343.09	336,175.87	.00	5,753.13	1.68	.00
3310-000-370	FOOD SVC RPR MAINT	10,000.00	10,000.00	.00	575.00	.00	9,425.00	94.25	.00
3900-000-370	FOOD SVC MISC CONT SVC	20,000.00	20,000.00	.00	3,540.00	.00	14,810.00	74.05	.00
	PURCHASED SERVICES -SUB/T-	30,000.00	30,000.00	.00	4,115.00	1,650.00	24,235.00	80.78	.00
5504-000-370	FOOD SVC TRAVEL	4,000.00	4,000.00	1,695.62	10,115.29	.00	6,115.29	152.88	.00
	OTHER CHARGES -SUB/T-	4,000.00	4,000.00	1,695.62	10,115.29	.00	6,115.29	152.88	.00
6002-000-370	FOOD SVC FOOD	1,023,806.00	1,023,806.00	106,890.43	977,935.36	.00	45,870.64	4.48	.00
6990-000-370	FOOD SVC MISC MATL/SPLS	150,000.00	150,000.00	10,944.68	95,910.53	.00	54,089.47	36.05	.00
6995-000-370	FOOD SVC USDA COMM	130,000.00	130,000.00	.00	.00	.00	130,000.00	100.00	.00
	MATERIALS/SUPPLIES -SUB/T-	1,303,806.00	1,303,806.00	117,835.11	1,073,845.89	.00	229,960.11	17.63	.00
8911-000-370	FOOD SVC FURN/EQPT-A	10,000.00	10,000.00	2,229.94	16,474.97	4,022.75	10,497.72	104.97	.00
8921-000-370	FOOD SVC FRN/EQPT-RPL	10,000.00	10,000.00	101,326.00	129,121.98	7,496.00	126,617.98	266.17	.00
	CAPITAL OUTLAY -SUB/T-	20,000.00	20,000.00	103,555.94	145,596.95	11,518.75	137,115.70	685.57	.00
	---COST TOTAL---	2,784,728.00	2,784,728.00	357,178.99	2,624,832.54	13,168.75	146,726.71	5.26	.00
	---MAJOR TOTAL---	2,784,728.00	2,784,728.00	357,178.99	2,624,832.54	13,168.75	146,726.71	5.26	.00

8/09/2002
FUND #-053 SCHOOL FOOD SERVICES

COUNTY OF YORK
EXPENDITURE SUMMARY
7/01/2002 - 9/30/2002

PAGE 146
TIME 8:02

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	\$ REMAIN.	PREVIOUS YEAR TO DATE
651999-000	C/O MISC CONT SVC	.00	2,309.00	.00	2,309.05	.00	.05-	.00	.00
8911-000-370	FOOD SERVICE CARRY OVER F	.00	2,309.00	.00	2,309.05	.00	.05-	.00	.00
	CAPITAL OUTLAY	.00	2,309.00	.00	2,309.05	.00	.05-	.00	.00
	---SUE/T---	.00	2,309.00	.00	2,309.05	.00	.05-	.00	.00
	---COST TOTAL---	.00	2,309.00	.00	2,309.05	.00	.05-	.00	.00
	---MAJOR TOTAL---	.00	2,309.00	.00	2,309.05	.00	.05-	.00	.00
	---FUND TOTAL---	2,784,728.00	2,787,037.00	357,178.99	2,627,141.59	13,168.75	146,726.66	5.26	.00

8/08/2003 *GL060H*
FUND # 053 SCHOOL FOOD SERVICE

MAJOR ACCT# DESCRIPTION

30315- REVENUE LOCAL SERVICES
1010- INTEREST ON DEPOSITS
--MAJOR TOTAL--

COUNTY OF YORK
REVENUE SUMMARY
7/01/2003 - 8/08/2003

BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT
30,000.00	30,000.00	582.73	7,171.94
30,000.00	30,000.00	582.73	7,171.94

PAGE 1
TIME 14:55
-COST SUMMARY-

BALANCE	REMAIN.
22,828.06	76.09
22,828.06	76.09

Food Service
FP 03
year-end

* Does not include
USDA Commodities

8/08/2003 *GL060H*
FUND #--053 SCHOOL FOOD SERVICE

MAJOR
ACCT#
30316-
7500-
CHARGES FOR SERVICES
CAFETERIA SALES
--MAJOR TOTAL--

COUNTY OF YORK
REVENUE SUMMARY
7/01/2003 - 8/08/2003

BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT
2,070,242.00	2,070,242.00	141,019.19	1,943,016.44
2,070,242.00	2,070,242.00	141,019.19	1,943,016.44

PAGE 2
TIME 14:55
-COST SUMMARY-

BALANCE	REMAIN.
127,225.56	6.14
127,225.56	6.14

8/08/2003 *GL060H*
 FUND #-053 SCHOOL FOOD SERVICE

MAJOR ACCT#

 30324-
 2500-
 COMM CATEGORICAL AID
 SCHOOL FOOD PROGRAM
 --MAJOR TOTAL--

COUNTY OF YORK
 REVENUE SUMMARY
 7/01/2003 - 8/08/2003

BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT
53,000.00	53,000.00	.00	48,968.97
53,000.00	53,000.00	.00	48,968.97

PAGE 3
 TIME 14:55
 -COST SUMMARY-

BALANCE	REMAIN.
4,031.03	7.60
4,031.03	7.60

8/08/2003 *GLO60H*
FUND # -053 SCHOOL FOOD SERVICE

COUNTY OF YORK
REVENUE SUMMARY
7/01/2003 - 8/08/2003

PAGE 4
TIME 14:55
-COST SUMMARY -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	REMAIN.
-----	-----	-----	-----	-----	-----	-----	-----
30333-	FEDERAL CATEGORICAL AID						
2130-	SCHOOL FOOD PROGRAM/USDA	530,000.00	550,000.00	87,694.66	546,229.32	3,770.68	.68
2131-	SCHOOL BREAKFAST	70,000.00	130,000.00	9,196.12	53,475.30	76,524.70	58.86
2132-	USDA DONATED FOODS	150,000.00	200,000.00	.00	.00	200,000.00	00.00
	--MAJOR TOTAL--	750,000.00	880,000.00	96,890.78	599,704.62	280,295.38	31.85
	--FUND TOTAL--	2,903,242.00	3,033,242.00	238,492.70	2,598,861.97	434,380.03	14.32

8/08/2003
FUND #053 SCHOOL FOOD SERVICES

COUNTY OF YORK
EXPENDITURE SUMMARY
7/01/2003 - 8/08/2003

PAGE 5
TIME 14:55
-COST SUMMARY-

MAJOR	ACT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D ENCUMBRANCE AMOUNT	UNENCUMBERED \$ BALANCE	REMAIN.
651000-000		FOOD SVC, SCH FOOD SVC						
1143-000-000		FOOD SVC-TECH SAL	64,952.00	64,952.00	7,786.32	65,208.64	.00	256.64-.39-
1193-000-000		FOOD SVC-FOOD SVC SAL	1,062,250.00	1,052,250.00	97,020.47	1,004,420.91	.00	47,829.09 4.54
1500-000-000		FOOD SVC SUBS	.00	10,000.00	1,139.25	8,345.75	.00	1,654.25 16.54
1595-000-000		FOOD SVC OT	12,040.00	12,040.00	1,139.18	15,168.33	.00	3,128.33-25.98-
		PERSONAL SERVICES -SUB/T-	1,139,242.00	1,139,242.00	107,085.22	1,093,143.63	.00	46,098.37 4.04
2100-000-000		FOOD SVC-PICA	87,152.00	87,152.00	7,488.85	77,424.39	.00	9,727.61 11.16
2200-000-000		FOOD SVC-VRS	113,924.00	113,924.00	10,087.16	102,613.09	.00	11,310.91 9.92
2300-000-000		FOOD SVC-HLTH INS	139,843.00	139,843.00	17,399.48	173,048.50	.00	33,205.50-23.74-
2400-000-000		FOOD SVC-GRP LIFE INS	.00	.00	380.80	4,569.60	.00	4,569.60-00.00-
2600-000-000		FOOD SVC-UNEMPL COMP	3,885.00	3,885.00	.00	.00	.00	3,885.00 00.00
2800-000-000		FOOD SVC-OTHER BENEFITS	27,870.00	27,870.00	.00	.00	.00	27,870.00 00.00
		EMPLOYEE BENEFITS -SUB/T-	372,674.00	372,674.00	35,356.29	357,655.58	.00	15,018.42 4.02
3310-000-000		FOOD SVC RPR MAINT	10,000.00	10,000.00	.00	588.00	.00	9,412.00 94.12
3340-000-000		CAFS, D. MEADE	6,520.00	6,520.00	.00	3,515.00	.00	3,005.00 46.08
3900-000-000		FOOD SVC MISC CONT SVC	20,000.00	20,000.00	.00	6,068.00	.00	13,932.00 69.66
		PURCHASED SERVICES-SUB/T-	36,520.00	36,520.00	.00	10,171.00	.00	26,349.00 72.14
5504-000-000		FOOD SVC TRAVEL	4,000.00	4,000.00	412.07	3,960.68	.00	39.32 .98
5506-000-000		FOOD SVC EMP DEV	7,000.00	7,000.00	1,282.72	4,252.48	.00	2,747.52 39.25
		OTHER CHARGES -SUB/T-	11,000.00	11,000.00	1,694.79	8,213.16	.00	2,786.84 25.33
6002-000-000		FOOD SVC FOOD	1,023,806.00	1,103,806.00	105,793.91	976,297.02	.00	127,508.98 11.55
6990-000-000		FOOD SVC MISC MATL/SPLS	150,000.00	150,000.00	11,698.25	97,447.43	.00	52,552.57 35.03
6995-000-000		FOOD SVC USDA COMM	150,000.00	200,000.00	.00	.00	.00	200,000.00 00.00
		MATERIALS/SUPPLIES-SUB/T-	1,323,806.00	1,453,806.00	117,492.16	1,073,744.45	.00	380,061.55 26.14
8911-000-000		FOOD SVC FURN/EQFT-	10,000.00	10,000.00	.00	4,183.00	.00	5,817.00 58.17
8921-000-000		FOOD SVC FURN/EQFT-RPL	10,000.00	10,000.00	.00	10,317.00	.00	10,788.12-07.88-
		CAPITAL OUTLAY -SUB/T-	20,000.00	20,000.00	.00	14,500.00	.00	10,471.12 4,971.12-24.85-
		--COST TOTAL--	2,903,242.00	3,033,242.00	261,628.46	2,557,427.82	10,471.12	465,343.06 15.34
		--MAJOR TOTAL--	2,903,242.00	3,033,242.00	261,628.46	2,557,427.82	10,471.12	465,343.06 15.34

8/08/2003
FUND #053 SCHOOL FOOD SERVICES

COUNTY OF YORK
EXPENDITURE SUMMARY
7/01/2003 - 8/08/2003

PAGE 6
TIME 14:55
-COST SUMMARY-

MAJOR	ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D ENCUMBRANCE AMOUNT	UNENCUMBERED & BALANCE	REMAIN.
651999-000		C/O MISC CONT SVC						
3900-000-000		C/O MISC CONT SVC	.00	1,650.00	.00	1,732.50	.00	82.50- 5.00-
		PURCHASED SERVICES-SUB/T-						
8911-000-000		FOOD SERVICE CARRY OVER	.00	1,650.00	.00	1,732.50	.00	82.50- 5.00-
8921-000-000		FURN/EQUIP-REPL	.00	4,023.00	.00	4,023.65	.00	.65- .01-
		CAPITAL OUTLAY	.00	7,496.00	.00	.00	.00	7,496.00 00.00
		-SUB/T-						
		--COST TOTAL--	.00	11,519.00	.00	4,023.65	.00	7,495.35 65.06
		--MAJOR TOTAL--	.00	13,169.00	.00	5,756.15	.00	7,412.85 56.29
		--FUND TOTAL--	.00	13,169.00	.00	5,756.15	.00	7,412.85 56.29
			2,903,242.00	3,046,411.00	261,628.46	2,563,183.97	10,471.12	472,755.91 15.51

THE YORK COUNTY SCHOOL DIVISION

COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

June 30, 2001

Assets and Other Debits	Governmental Fund Types			Fiduciary Fund Types		Account Groups		
	General	Special Revenue	Capital Projects	Trust and Agency	General Fixed Assets	General Long-term Obligations	Total Memorandum (Memorandum Only)	
Cash and temporary investments	\$ 1,185,546	\$ 644,078	\$ 4,434,688	\$ 1,167,754	\$ -	\$ -	\$ 7,432,066	
Restricted cash and investments	-	-	-	983,272	-	-	983,272	
Other receivables	55,787	2,969	-	-	-	-	58,756	
Intergovernmental revenues due from:								
Commonwealth of Virginia:								
State sales tax	632,948	-	-	-	-	-	632,948	
State grants	305,702	-	-	-	-	-	305,702	
Shared expenditures	208,327	-	-	-	-	-	208,327	
Federal government - grants	854,069	69,651	-	-	-	-	923,720	
Due from primary government	8,321,378	-	14,920	-	-	-	8,336,298	
Property, plant and equipment	-	-	-	-	-	-	-	
Other debits - amount to be provided for retirement of general long-term obligations and compensated absences	-	-	-	-	90,527,750	-	90,527,750	
Total assets and other debits	\$ 11,563,757	\$ 716,698	\$ 4,449,608	\$ 2,151,026	\$ 90,527,750	\$ 1,994,994	\$ 111,403,833	

Liabilities and Equity and Other Credits	Governmental Fund Types			Fiduciary Fund Types		Account Groups		
	General	Special Revenue	Capital Projects	Trust and Agency		General Fixed Assets	Long-term Obligations	Total (Memorandum Only)
Liabilities								
Accounts payable	\$ 1,123,474	\$ 20,875	\$ 454,043	\$ -	\$ -	-	-	\$ 1,598,392
Retainage payable	-	-	193,372	-	-	-	-	193,372
Salaries, taxes and benefits payable	6,794,448	9,976	5,673	-	-	-	-	6,810,097
Due to primary government	106,912	-	-	-	-	-	-	106,912
Capital leases payable	-	-	-	-	-	-	606,250	606,250
Assets held in trust for others	-	-	-	1,167,754	-	-	-	1,167,754
Accrued vacation	-	-	-	-	-	-	1,388,744	1,388,744
Total liabilities	8,024,834	30,851	653,088	1,167,754	-	-	1,994,994	11,871,521
Equity and other credits								
Investment in general fixed assets	-	-	-	-	-	90,527,750	-	90,527,750
Fund balances:								
Reserved for:								
Encumbrances	2,358,472	2,309	1,617,996	-	-	-	-	3,978,777
Employees' pension benefits	-	-	-	983,272	-	-	-	983,272
Unreserved:								
Designated for:								
Self insurance	1,180,451	-	-	-	-	-	-	1,180,451
Food service	-	683,538	-	-	-	-	-	683,538
Construction projects	-	-	1,749,512	-	-	-	-	1,749,512
Undesignated	-	-	429,012	-	-	-	-	429,012
Total equity and other credits	3,538,923	685,847	3,796,520	983,272	-	90,527,750	-	99,532,312
Total liabilities and equity and other credits	\$ 11,563,757	\$ 716,698	\$ 4,449,608	\$ 2,151,026	\$ 90,527,750	\$ 1,994,994	\$ 111,403,833	

The accompanying notes are an integral part of these financial statements.

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THE YORK COUNTY SCHOOL DIVISION

COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES

Year Ended June 30, 2001

Revenues	General	Special Revenue	Capital Projects	Total (Memorandum Only)
Intergovernmental revenues:				
From the County of York	\$ 26,883,868	\$ -	\$ 2,891,661	\$ 29,775,529
From the Commonwealth of Virginia	37,512,014	49,559	1,500,250	39,061,823
From the Federal government	8,838,647	734,918	-	9,573,565
Revenues from use of money and property	460,665	42,895	387,633	891,193
Charges for services	558,877	1,694,299	-	2,253,176
Miscellaneous	122,743	-	250	122,993
Total revenues	74,376,814	2,521,671	4,779,794	81,678,279
Expenditures				
Current:				
Education:				
Instruction	55,176,078	-	-	55,176,078
Administration, attendance and health services	4,250,250	-	-	4,250,250
Pupil transportation	4,672,831	-	-	4,672,831
Operations and maintenance	7,673,108	-	-	7,673,108
Total education	71,772,267	-	-	71,772,267
Food services	-	2,513,444	-	2,513,444
Debt service:				
Principal retirement	97,000	-	-	97,000
Interest and fiscal charges	34,128	-	-	34,128
Capital outlay	-	-	6,222,336	6,222,336
Intergovernmental	2,049,741	-	-	2,049,741
Total expenditures	73,953,136	2,513,444	6,222,336	82,688,916
Excess (deficiency) of revenues over expenditures	423,678	8,227	(1,442,542)	(1,010,637)
Fund balances - beginning of year	3,115,245	677,620	5,239,062	9,031,927
Fund balances - end of year	\$ 3,538,923	\$ 685,847	\$ 3,796,520	\$ 8,021,290

The accompanying notes are an integral part of these financial statements.

THE YORK COUNTY SCHOOL DIVISION

COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
ALL GOVERNMENTAL FUND TYPES

Year Ended June 30, 2001

Revenues	General			Special Revenue		
	Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
Intergovernmental revenues:						
From the County of York	\$ 26,883,868	\$ 26,883,868	\$ -	\$ -	\$ -	\$ -
From the Commonwealth of Virginia	38,396,432	37,512,014	(884,418)	50,000	49,559	(441)
From the Federal government	8,791,355	8,838,647	47,292	720,000	734,918	14,918
Revenues from use of money and property	271,247	460,665	189,418	16,000	42,895	26,895
Charges for services	686,255	558,877	(127,378)	1,868,736	1,694,299	(174,437)
Miscellaneous	100,000	122,743	22,743	-	-	-
Total revenues	75,129,157	74,376,814	(752,343)	2,654,736	2,521,671	(133,065)
Expenditures						
Current:						
Education:						
Instruction	58,144,676	55,176,078	2,968,598	-	-	-
Administration, attendance and health services	4,405,706	4,250,250	155,456	-	-	-
Pupil transportation	4,694,842	4,672,831	22,011	-	-	-
Operations and maintenance	8,568,166	7,673,108	895,058	-	-	-
Total education	75,813,390	71,772,267	4,041,123	-	-	-
Food services	-	-	-	2,654,736	2,513,444	141,292
Debt service:						
Principal retirement	97,000	97,000	-	-	-	-
Interest and fiscal charges	34,128	34,128	-	-	-	-
Intergovernmental	1,496,298	2,049,741	(553,443)	-	-	-
Total expenditures	77,440,816	73,953,136	3,487,680	2,654,736	2,513,444	141,292
Excess (deficiency) of revenues over expenditures	(2,311,659)	423,678	2,735,337	-	8,227	8,227
Fund balance - beginning of year	3,115,245	3,115,245	-	677,620	677,620	-
Fund balance - end of year	\$ 803,586	\$ 3,538,923	\$ 2,735,337	\$ 677,620	\$ 685,847	\$ 8,227

The accompanying notes are an integral part of these financial statements.

THE YORK COUNTY SCHOOL DIVISION

COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
ALL GOVERNMENTAL FUND TYPES

Year Ended June 30, 2001

	Capital Projects			Totals		
	Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues						
Intergovernmental revenues:						
From the County of York	\$ 2,891,661	\$ 2,891,661	\$ -	\$ 29,775,529	\$ 29,775,529	\$ -
From the Commonwealth of Virginia	1,501,000	1,500,250	(750)	39,947,432	39,061,823	(885,609)
From the Federal government	-	-	-	9,511,355	9,573,565	62,210
Revenues from use of money and property	-	387,633	387,633	287,247	891,193	603,946
Charges for services	-	-	-	2,554,991	2,253,176	(301,815)
Miscellaneous	-	250	250	100,000	122,993	22,993
Total revenues	4,392,661	4,779,794	387,133	82,176,554	81,678,279	(498,275)
Expenditures						
Current:						
Education:						
Instruction	-	-	-	58,144,676	55,176,078	2,968,598
Administration, attendance and health services	-	-	-	4,405,706	4,250,250	155,456
Pupil transportation	-	-	-	4,694,842	4,672,831	22,011
Operations and maintenance	-	-	-	8,568,166	7,673,108	895,058
Total education	-	-	-	75,813,390	71,772,267	4,041,123
Food services	-	-	-	2,654,736	2,513,444	141,292
Debt service:						
Principal retirement	-	-	-	97,000	97,000	-
Interest and fiscal charges	-	-	-	34,128	34,128	-
Capital projects	8,785,668	6,222,336	2,563,332	8,785,668	6,222,336	2,563,332
Intergovernmental	-	-	-	1,496,298	2,049,741	(553,443)
Total expenditures	8,785,668	6,222,336	2,563,332	88,881,220	82,688,916	6,192,304
Excess (deficiency) of revenues over expenditures	(4,393,007)	(1,442,542)	2,950,465	(6,704,666)	(1,010,637)	5,694,029
Fund balance - beginning of year	5,239,062	5,239,062	-	9,031,927	9,031,927	-
Fund balance - end of year	\$ 846,055	\$ 3,796,520	\$ 2,950,465	\$ 2,327,261	\$ 8,021,290	\$ 5,694,029

The accompanying notes are an integral part of these financial statements.

THE YORK COUNTY SCHOOL DIVISION

COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

June 30, 2002

	Governmental Fund Types				Fiduciary Fund Types		Account Groups		
	General	Special Revenue	Capital Projects	Trust and Agency	General Fixed Assets	Long-term Obligations	Total (Memorandum Only)		
Assets									
Cash and temporary investments	\$ 1,397,595	\$ 635,539	\$ 6,937,201	\$ 1,140,030	\$ -	\$ -	\$ 10,110,365		
Restricted cash and investments	-	-	-	727,855	-	-	727,855		
Other receivables	1,888	859	9,378	-	-	-	12,125		
Intergovernmental revenues due from:									
Commonwealth of Virginia:									
State sales tax	645,457	-	-	-	-	-	645,457		
State grants	656,652	-	-	-	-	-	656,652		
Shared expenditures	157,604	-	-	-	-	-	157,604		
Federal government - grants	913,508	26,584	-	-	-	-	940,092		
Due from primary government	10,662,702	-	-	-	-	-	10,662,702		
Due from other funds	470	-	-	-	-	-	470		
Property, plant and equipment	-	-	-	-	93,349,852	-	93,349,852		
Other debits									
Amount to be provided for retirement of general long-term obligations and compensated absences	-	-	-	-	-	1,771,535	1,771,535		
Total assets and other debits	\$ 14,435,876	\$ 662,982	\$ 6,946,579	\$ 1,867,885	\$ 93,349,852	\$ 1,771,535	\$ 119,034,709		

	Governmental Fund Types			Fiduciary Fund Types		Account Groups		
	General	Special Revenue	Capital Projects	Trust and Agency		General Fixed Assets	Long-term Obligations	Total (Memorandum Only)
Liabilities and Equity and Other Credits								
Liabilities								
Accounts payable	\$ 1,348,109	\$ 22,597	\$ 341,002	\$ -	\$ -	-	-	\$ 1,711,708
Retainage payable	-	-	5,102	-	-	-	-	5,102
Salaries, taxes and benefits payable	7,508,355	35,107	1,905	-	-	-	-	7,545,367
Due to primary government	60,250	-	-	-	-	-	-	60,250
Due to other funds	-	-	470	-	-	-	-	470
Capital lease payable	-	-	-	-	-	-	509,250	509,250
Assets held for others	-	-	-	1,140,030	-	-	-	1,140,030
Compensated absences	-	-	-	-	-	-	1,262,285	1,262,285
Total liabilities	8,916,714	57,704	348,479	1,140,030			1,771,535	12,234,462

Equity and other credits								
Investment in general fixed assets	-	-	-	-	-	93,349,852	-	93,349,852
Fund balances:								
Reserved for:								
Encumbrances	4,001,899	13,169	3,657,067	-	-	-	-	7,672,135
Employees' pension benefits	-	-	-	727,855	-	-	-	727,855
Unreserved:								
Designated for:								
Self insurance	1,517,263	-	-	-	-	-	-	1,517,263
Construction projects	-	-	2,315,639	-	-	-	-	2,315,639
Undesignated	-	592,109	625,394	-	-	-	-	1,217,503
Total equity and other credits	5,519,162	605,278	6,598,100	727,855		93,349,852		106,800,247
Total liabilities and equity and other credits	\$ 14,435,876	\$ 662,982	\$ 6,946,579	\$ 1,867,885		\$ 93,349,852	\$ 1,771,535	\$ 119,034,709

The accompanying notes are an integral part of these financial statements.

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THE YORK COUNTY SCHOOL DIVISION

COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES

Year Ended June 30, 2002

Revenues	General	Special Revenue	Capital Projects	Total (Memorandum Only)
Intergovernmental revenues:				
From the County of York	\$ 28,136,796	-	\$ 4,515,447	\$ 32,652,243
From the Commonwealth of Virginia	38,736,624	49,350	1,393,988	40,179,962
From the Federal government	9,221,393	814,525	1,135,070	11,170,988
Revenues from use of money and property	443,784	18,554	142,817	605,155
Charges for services	584,799	1,835,792	-	2,420,591
Miscellaneous	141,478	127	1,250	142,855
Total revenues	77,264,874	2,718,348	7,188,572	87,171,794
Expenditures				
Current - education:				
Instruction	56,268,252	-	-	56,268,252
Administration, attendance and health services	4,705,618	-	-	4,705,618
Pupil transportation	3,961,244	-	-	3,961,244
Operations and maintenance	8,022,027	-	-	8,022,027
Total education	72,957,141	-	-	72,957,141
Food services	-	2,798,917	-	2,798,917
Capital outlay	-	-	4,386,992	4,386,992
Debt service:				
Principal retirement	97,000	-	-	97,000
Interest and fiscal charges	28,983	-	-	28,983
Intergovernmental	2,201,511	-	-	2,201,511
Total expenditures	75,284,635	2,798,917	4,386,992	82,470,544
Excess (deficiency) of revenues over expenditures	1,980,239	(80,569)	2,801,580	4,701,250
Fund balances - beginning of year	3,538,923	685,847	3,796,520	8,021,290
Fund balances - end of year	\$ 5,519,162	\$ 605,278	\$ 6,598,100	\$ 12,722,540

The accompanying notes are an integral part of these financial statements.

THE YORK COUNTY SCHOOL DIVISION

* COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
ALL GOVERNMENTAL FUND TYPES

Year Ended June 30, 2002

	General			Variance		Special Revenue		
	Revised Budget	Actual		Favorable (Unfavorable)		Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues								
Intergovernmental revenues:								
From the County of York	\$ 28,136,796	\$ 28,136,796	\$	-	\$	-	-	\$ -
From the Commonwealth of Virginia	39,498,842	38,736,624		(762,218)		52,000	49,350	(2,650)
From the Federal government	9,428,355	9,221,393		(206,962)		761,776	814,525	52,749
Revenues from use of money and property	365,800	443,784		77,984		25,000	18,554	(6,446)
Charges for services	646,331	584,799		(61,532)		1,987,728	1,835,792	(151,936)
Miscellaneous	100,000	141,478		41,478		-	127	127
Total revenues	78,176,124	77,284,874		(911,250)		2,826,504	2,718,348	(108,156)
Expenditures								
Current - education:								
Instruction	59,724,906	56,268,252		3,456,654		-	-	-
Administration, attendance and health services	4,808,338	4,705,618		102,720		-	-	-
Pupil transportation	4,571,890	3,961,244		610,646		-	-	-
Operations and maintenance	9,764,677	8,022,027		1,742,650		-	-	-
Total education	78,869,811	72,957,141		5,912,670		2,828,813	2,798,917	29,896
Food services	-	-		-		-	-	-
Debt service:								
Principal retirement	97,000	97,000		-		-	-	-
Interest and fiscal charges	28,983	28,983		-		-	-	-
Intergovernmental	1,538,802	2,201,511		(662,709)		-	-	-
Total expenditures	80,534,596	75,284,635		5,249,961		2,828,813	2,798,917	29,896
Excess (deficiency) of revenues over expenditures	(2,358,472)	1,980,239		4,338,711		(2,309)	(80,569)	(78,260)
Fund balances - beginning of year	3,538,923	3,538,923		-		685,847	685,847	-
Fund balances - end of year	\$ 1,180,451	\$ 5,519,162		\$ 4,338,711		\$ 683,538	\$ 605,278	\$ (78,260)

The accompanying notes are an integral part of these financial statements.

THE YORK COUNTY SCHOOL DIVISION

COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
ALL GOVERNMENTAL FUND TYPES

Year Ended June 30, 2002

	Capital Projects			Totals (Memorandum Only)		
	Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues						
Intergovernmental revenues:						
From the County of York	\$ 4,515,447	\$ 4,515,447	\$ -	\$ 32,652,243	\$ 32,652,243	\$ -
From the Commonwealth of Virginia	1,341,613	1,393,988	52,375	40,892,455	40,179,962	(712,493)
From the Federal government	1,135,337	1,135,070	(267)	11,325,468	11,170,988	(154,480)
Revenues from use of money and property	-	142,817	142,817	390,800	605,155	214,355
Charges for services	-	-	-	2,634,059	2,420,591	(213,468)
Miscellaneous	-	1,250	1,250	100,000	142,855	42,855
Total revenues	6,992,397	7,188,572	196,175	87,995,025	87,171,794	(823,231)
Expenditures						
Current - education:						
Instruction	-	-	-	59,724,906	56,268,252	3,456,654
Administration, attendance and health services	-	-	-	4,808,338	4,705,618	102,720
Pupil transportation	-	-	-	4,571,890	3,961,244	610,646
Operations and maintenance	-	-	-	9,764,677	8,022,027	1,742,650
Total education	-	-	-	78,869,811	72,957,141	5,912,670
Food services	-	-	-	2,828,813	2,798,917	29,896
Capital outlay	10,055,520	4,386,992	5,668,528	10,055,520	4,386,992	5,668,528
Debt service:						
Principal retirement	-	-	-	97,000	97,000	-
Interest and fiscal charges	-	-	-	28,983	28,983	-
Intergovernmental	-	-	-	1,538,802	2,201,511	(662,709)
Total expenditures	10,055,520	4,386,992	5,668,528	93,418,929	82,470,544	10,948,385
Excess (deficiency) of revenues over expenditures	(3,063,123)	2,801,580	5,864,703	(5,423,904)	4,701,250	10,125,154
Fund balances - beginning of year	3,796,520	3,796,520	-	8,021,290	8,021,290	-
Fund balances - end of year	\$ 733,397	\$ 6,598,100	\$ 5,864,703	\$ 2,597,386	\$ 12,722,540	\$ 10,125,154

The accompanying notes are an integral part of these financial statements.

SNP Monthly Reimbursement by SNP Unit Report
 School Nutrition Local Electronic Claim Submission Application
 Wednesday, July 2, 2003

Report for: 098 YORK (May/2003)

SNP Unit Name/ SNP Name	Paid Amount	Reduced Amount	Free Amount	Total Program
<hr/>				
BETHEL MANOR ELEM.				
National School Lunch	724.40	2836.20	1303.26	4863.86
School Breakfast	98.78	156.60	310.05	565.43
SNP Unit Totals	823.18	2992.80	1613.31	5429.29
BRUTON HIGH				
National School Lunch	522.20	744.72	1761.22	3028.14
COVENTRY ELEM.				
National School Lunch	1317.20	248.82	522.16	2088.18
School Breakfast	91.74	2.61	58.50	152.85
SNP Unit Totals	1408.94	251.43	580.66	2241.03
DARE ELEM.				
National School Lunch	826.20	678.60	913.78	2418.58
School Breakfast	47.08	64.38	259.74	371.20
SNP Unit Totals	873.28	742.98	1173.52	2789.78
GRAFTON BETHEL ELEM.				
National School Lunch	1258.80	462.84	1262.60	2984.24
School Breakfast	71.94	19.14	271.44	362.52
SNP Unit Totals	1330.74	481.98	1534.04	3346.76
GRAFTON MIDDLE				
National School Lunch	3222.20	1788.72	2015.88	7026.80
MAGRUDER ELEM.				
National School Lunch	852.40	2070.60	3608.04	6531.04
School Breakfast	129.36	263.61	844.74	1237.71
SNP Unit Totals	981.76	2334.21	4452.78	7768.75
MT. VERNON ELEM.				
National School Lunch	1099.80	824.76	808.92	2733.48
School Breakfast	12.98	0.87	118.17	132.02
SNP Unit Totals	1112.78	825.63	927.09	2865.50
QUEENS LAKE MIDDLE				
National School Lunch	789.60	1165.80	1985.92	3941.32
School Breakfast	36.96	43.50	284.31	364.77
SNP Unit Totals	826.56	1209.30	2270.23	4306.09
SEAFORD ELEM.				
National School Lunch	1026.60	414.12	609.90	2050.62
School Breakfast	183.70	30.45	157.95	372.10
SNP Unit Totals	1210.30	444.57	767.85	2422.72

SNP Monthly Reimbursement by SNP Unit Report
 School Nutrition Local Electronic Claim Submission Application
 Wednesday, July 2, 2003

Report for: 098 YORK (May/2003)

SNP Unit Name/ SNP Name	Paid Amount	Reduced Amount	Free Amount	Total Program

TABB ELEM.				
National School Lunch	956.40	1774.80	1337.50	4068.70
School Breakfast	28.60	68.73	223.47	320.80
SNP Unit Totals	985.00	1843.53	1560.97	4389.50
TABB HIGH				
National School Lunch	1179.60	746.46	729.74	2655.80
TABB MIDDLE				
National School Lunch	1444.40	2150.64	1129.92	4724.96
WALLER MILL ELEM.				
National School Lunch	431.00	386.28	1055.02	1872.30
School Breakfast	64.68	75.69	246.87	387.24
SNP Unit Totals	495.68	461.97	1301.89	2259.54
YORK HIGH				
National School Lunch	739.60	511.56	1746.24	2997.40
School Breakfast	42.02	87.87	544.05	673.94
SNP Unit Totals	781.62	599.43	2290.29	3671.34
YORKTOWN ELEM.				
National School Lunch	585.40	1050.96	4222.22	5858.58
School Breakfast	86.46	200.10	1426.23	1712.79
SNP Unit Totals	671.86	1251.06	5648.45	7571.37
YORKTOWN MIDDLE				
National School Lunch	1016.80	767.34	2893.28	4677.42
YORK Totals				
National School Lunch	17992.60	18623.22	27905.60	64521.42
School Breakfast	894.30	1013.55	4745.52	6653.37
TOTAL of All Programs	18886.90	19636.77	32651.12	71174.79

*** End of Report ***

SNP Monthly Reimbursement by SNP Unit Report
 School Nutrition Local Electronic Claim Submission Application
 Wednesday, July 2, 2003

Report for: 098 YORK (June/2003)

SNP Unit Name/ SNP Name	Paid Amount	Reduced Amount	Free Amount	Total Program
BETHEL MANOR ELEM.				
National School Lunch	218.00	876.96	406.60	1501.56
School Breakfast	44.00	59.16	133.38	236.54
SNP Unit Totals	262.00	936.12	539.98	1738.10
BRUTON HIGH				
National School Lunch	143.60	210.54	537.14	891.28
COVENTRY ELEM.				
National School Lunch	556.80	111.36	243.96	912.12
School Breakfast	40.26	1.74	37.44	79.44
SNP Unit Totals	597.06	113.10	281.40	991.56
DARE ELEM.				
National School Lunch	368.00	288.84	398.04	1054.88
School Breakfast	12.76	19.14	99.45	131.35
SNP Unit Totals	380.76	307.98	497.49	1186.23
GRAFTON BETHEL ELEM.				
National School Lunch	528.20	186.18	511.46	1225.84
School Breakfast	25.52	5.22	114.66	145.40
SNP Unit Totals	553.72	191.40	626.12	1371.24
GRAFTON MIDDLE				
National School Lunch	938.20	535.92	607.76	2081.88
MAGRUDER ELEM.				
National School Lunch	360.40	868.26	1566.48	2795.14
School Breakfast	49.72	97.44	333.45	480.61
SNP Unit Totals	410.12	965.70	1899.93	3275.75
MT. VERNON ELEM.				
National School Lunch	426.20	304.50	293.18	1023.88
School Breakfast	2.86	0.00	32.76	35.62
SNP Unit Totals	429.06	304.50	325.94	1059.50
QUEENS LAKE MIDDLE				
National School Lunch	213.40	297.54	545.70	1056.64
School Breakfast	9.46	11.31	81.90	102.67
SNP Unit Totals	222.86	308.85	627.60	1159.31
SEAFORD ELEM.				
National School Lunch	458.80	200.10	273.92	932.82
School Breakfast	75.68	10.44	69.03	155.15
SNP Unit Totals	534.48	210.54	342.95	1087.97

SNP Monthly Reimbursement by SNP Unit Report
 School Nutrition Local Electronic Claim Submission Application
 Wednesday, July 2, 2003

Report for: 098 YORK (June/2003)

SNP Unit Name/ SNP Name	Paid Amount	Reduced Amount	Free Amount	Total Program
TABB ELEM.				
National School Lunch	435.80	749.94	569.24	1754.98
School Breakfast	9.90	26.97	102.96	139.83
SNP Unit Totals	445.70	776.91	672.20	1894.81
TABB HIGH				
National School Lunch	311.80	200.10	231.12	743.02
TABB MIDDLE				
National School Lunch	434.00	673.38	353.10	1460.48
WALLER MILL ELEM.				
National School Lunch	190.60	140.94	445.12	776.66
School Breakfast	19.36	12.18	91.26	122.80
SNP Unit Totals	209.96	153.12	536.38	899.46
YORK HIGH				
National School Lunch	207.40	165.30	526.44	899.14
School Breakfast	12.76	31.32	200.07	244.15
SNP Unit Totals	220.16	196.62	726.51	1143.29
YORKTOWN ELEM.				
National School Lunch	251.00	471.54	1908.88	2631.42
School Breakfast	29.26	74.82	565.11	669.19
SNP Unit Totals	280.26	546.36	2473.99	3300.61
YORKTOWN MIDDLE				
National School Lunch	316.80	224.46	890.24	1431.50
YORK Totals				
National School Lunch	6359.00	6505.86	10308.38	23173.24
School Breakfast	331.54	349.74	1861.47	2542.75
TOTAL of All Programs	6690.54	6855.60	12169.85	25715.99

*** End of Report ***

Appendix G – Worksheet #7

CHILD NUTRITION PORTION
FY01 Audit Report
FY02 Audit Report

THE YORK COUNTY SCHOOL DIVISION
COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
SPECIAL REVENUE FUND
SCHEDULE OF REVENUES AND EXPENDITURES – BUDGET AND ACTUAL

Year ended June 30, 2001

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues			
Intergovernmental:			
From the Commonwealth of Virginia	\$ 50,000	\$ 49,559	\$ (441)
From the Federal Government	720,000	734,918	14,918
Revenue from the use of money	16,000	42,895	26,895
Charges for services	1,868,736	1,694,299	(174,437)
Total revenues	\$ 2,654,736	\$ 2,521,671	\$ (133,065)
Expenditures			
Food services:			
Purchases for resale	\$ 1,153,731	\$ 1,051,639	\$ 102,092
Donated commodities	130,000	151,405	(21,405)
Salaries and wages	1,056,005	1,028,783	27,222
Fringe benefits	233,000	251,316	(18,316)
Repairs and maintenance	41,000	3,956	37,044
Equipment replacement	35,000	19,833	15,167
Travel	6,000	6,512	(512)
Total expenditures	\$ 2,654,736	\$ 2,513,444	\$ 141,292

**THE YORK COUNTY SCHOOL DIVISION
 COMPONENT UNIT OF THE COUNTY OF YORK, VIRGINIA
 SPECIAL REVENUE FUND
 SCHEDULE OF REVENUES AND EXPENDITURES – BUDGET AND ACTUAL**

Year ended June 30, 2002

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues			
Intergovernmental:			
From the Commonwealth of Virginia	\$ 52,000	\$ 49,350	\$ (2,650)
From the Federal Government	761,776	814,525	52,749
Revenue from the use of money	25,000	18,554	(6,446)
Charges for services	1,987,728	1,835,792	(151,936)
Miscellaneous	-	127	127
Total revenues	\$ 2,826,504	\$ 2,718,348	\$ (108,283)
Expenditures			
Food services:			
Purchases for resale	\$ 1,026,115	\$ 980,245	\$ 45,870
Donated commodities	171,776	171,776	-
Salaries and wages	1,168,292	1,130,673	37,619
Fringe benefits	258,630	260,485	(1,855)
Repairs and maintenance	30,000	4,115	25,885
Materials and supplies	150,000	95,911	54,089
Equipment replacement	20,000	145,597	(125,597)
Travel	4,000	10,115	(6,115)
Total expenditures	\$ 2,828,813	\$ 2,798,917	\$ 29,896

Appendix G - Worksheet #8

York County School Division
Food prices 03-04

Meals

	Breakfast	Lunch
Reduced price meals	\$0.30	\$0.40
Elementary full price	\$0.75	\$1.65
Middle & High full price	\$0.95	\$1.75
Value Meal Middle & High		\$2.25
Adult	\$1.05	\$2.25
Adult Value meal		\$2.75

A LA Carte

Main dish	\$1.45
Juice 4 oz. 100%	\$0.35
Juice 6 oz. 100%	\$0.45
Juice 8 oz. 50%	\$0.45
Milk	\$0.35
Yogurt 4 oz.	\$0.45
Ice Cream	\$0.45
Fruit or vegetable 4 oz.	\$0.30
Fruit or vegetable 8 oz.	\$0.60
Baked potato 8 oz. with sour cream	\$1.00
Fries 1/2 cup	\$0.40
Potato patty (2)	\$0.40
Chef Salad bowl 12 oz.	\$1.35
Cookie small	\$0.30
Cookie large	\$0.60
Soup 12 oz.	\$1.00
Roll each 1 oz.	\$0.10
Slurpy 8 oz.	\$0.50
Ice tea	\$0.40
Otis Spudmeyer cookies (3 small each)	\$1.00
Otis Spudmeyer cookies (1 large)	\$0.40

Snacks High School Vending Machine	\$0.60
Beverage High School Vending Machine	\$0.75

Appendix G - Worksheet # 9
York County School Division Menu

Elementary Monday	Schools Tuesday	Menu Wednesday	September Thursday	2003 Friday
1	2 Chicken fillet on bun lettuce & pickles Steamed Broccoli Chilled Peaches Milk	3 Soft shell Taco or Taco Salad shredded cheese onions, salsa Corn Corn bread Mixed fruit Milk	4 Hot dog on bun Chili, Onions, relish Baked beans Pears Pretzel Milk	5 Roast Beef and gravy Whipped potatoes Peas Jello Rolls Milk
8 Cheeseburger on bun Lettuce & pickles French fries Pears Milk	9 Salad bar day Fresh vegetables Choice of meat egg, tuna fish, cheese, yogurt Fruited jello Bag pretzel Milk	10 Spaghetti with Meat sauce Garden salad Orange halves Texas toast Milk	11 Chicken Nuggets Asst. dip Carrots with dip Vegetable Rice casserole Pineapple Rolls Milk	12 Pork BBQ on bun Cole Slaw Parslied Potatoes Applesauce Milk
15 Chicken fillet on bun lettuce and pickles French Fries Chilled Peaches Milk	16 Soft shell Taco or Taco Salad Lettuce, shredded cheese onions, salsa Corn Corn Bread Mixed Fruit Milk	17 Hot dog on bun Chili, Onions, relish Baked beans Pears Pretzel Milk	18 Ham, Turkey and cheese sub Lettuce, tomato and pickles Carrots with dip Applesauce Milk	19 Student's Choice
22 Sloppy Joe's on bun Potato wedges Orange halves Bread Pudding Milk	23 Lasagna roll up Tomato sauce Garden salad Texas toast applesauce Milk	24 Roast Beef and gravy Whipped potatoes Green beans Jello Roll Milk	25 Corn puppies Baked beans Orange rice pudding pears Milk	26 Chicken nuggets Asst. dip. Steamed broccoli Mixed fruit roll cake Milk
29 Manager's choice	30 Cheeseburger on bun lettuce & pickles French fries Peach Milk	1 Hot dog on bun Chili, Onions, relish Baked beans Pretzel pears Milk	2 Salad bar day Fresh vegetables Choice of meat egg, tuna fish, cheese, yogurt Fruited Jello Bag pretzel Milk	3 HALF DAY

Breakfast Menu	Alternative daily choice Hot or cold cereal with toast Juice or fruit Milk			
Scrambled eggs & cheese on English Muffin Juice or fruit Milk	Pancakes with syrup Juice or fruit Milk	Chicken biscuit Juice or fruit Milk	Breakfast Pizza Juice or fruit Milk	French Toast Stick & syrup Juice or fruit Milk
Muffin square with yogurt Juice or fruit Milk	Colby cheese omelet & toast Juice or fruit Milk	Bagel with cream cheese Juice or fruit Milk	Sausage biscuit Juice or fruit Milk	Breakfast burrito with salsa Juice or fruit Milk
Ham & cheese on biscuit Juice or fruit Milk	Scrambled eggs melted cheese on English Muffin Juice or fruit Milk	Muffin square with yogurt Juice or fruit Milk	Chicken biscuit Juice or fruit Milk	French Toast Stick & syrup Juice or fruit Milk
Breakfast Pizza Juice or fruit Milk	Pancake sausage on a stick Juice or fruit Milk	Sausage biscuit Juice or fruit Milk	Scrambled eggs with toast Juice or fruit Milk	Muffin square with yogurt Juice or fruit Milk
French Toast Stick & syrup Juice or fruit Milk	Bagel with cream cheese Juice or fruit Milk	Breakfast Pizza Juice or fruit Milk	Colby cheese omelet & toast Juice or fruit Milk	Pancake sausage on a stick Juice or fruit Milk
Middle & High Monday	Schools Tuesday	Menu Wednesday	September Thursday	2003 Friday
1	2 Chicken fillet on bun lettuce & pickles Steamed Broccoli Chilled Peaches Milk	3 Soft shell Taco or Taco Salad shredded cheese onions, salsa Corn Corn bread Mixed fruit Milk	4 Foot long Hot dog on bun Chili, Onions, relish Baked beans Pears Pretzel Milk	5 Roast Beef and gravy Whipped potatoes Peas Jello Rolls Milk

8 Steak-um on sub roll Lettuce & pickles French fries Pears Milk	9 Salad bar day Fresh vegetables Choice of meat egg, tuna fish, cheese, yogurt Fruited jello Bag pretzel Milk	10 Spaghetti with Meat sauce Garden salad Orange halves Texas toast Milk	11 Chicken Nuggets Asst. dip Carrots with dip Vegetable Rice casserole Pineapple Rolls Milk	12 Pork BBQ on bun Cole Slaw Parslied Potatoes Applesauce Bread Pudding Milk	
15 Chicken fillet on bun lettuce and pickles French Fries Chilled Peaches Milk	16 Soft shell Taco or Taco Salad Lettuce, shredded cheese onions, salsa Corn Corn Bread Mixed Fruit Milk	17 Foot long Hot dog on bun Chili, Onions, relish Baked beans Pears Pretzel Milk	18 Ham, Turkey and cheese sub Lettuce, tomato and pickles Carrots with dip Applesauce Milk	19 Student's choice	
22 Breakfast for lunch Colby cheese omelet Sausage biscuit grits Potato wedges Orange halves Milk	23 Lasagna roll up Tomato sauce Garden salad Texas toast applesauce Milk	24 Roast Beef and gravy Whipped potatoes Green beans Jello Rolls Milk	25 Corn puppies Baked beans Orange rice pudding Pears Milk	26 Chicken nuggets Asst. dip. Steamed broccoli Mixed fruit rolls cake Milk	28 Breakfast for lunch Colby cheese omelet Sausage biscuit Grits Home fries Fresh Orange Milk
29 Manager's choice	30 Pork BBQ on bun Cole Slaw Parslied Potatoes Bread Pudding Peach Milk	1 Foot long Hot dog on bun Chili, Onions, relish Baked beans pretzel pears Milk	2 Salad bar day Fresh vegetables Choice of meat egg, tuna fish, cheese, yogurt Fruited jello Bag pretzel Milk	3 HALF DAY	

Value Meal sold in Middle and High as a meal only no student a la carte. Student price \$ 2.15

Monday : Chicken fajitas, vegetable & fruit of the day, milk

Tuesday: Pan Pizza, garden salad fruit of the day, milk

Wednesday; Bacon Cheeseburger on bun, french fries, fruit of the day, milk

Thursday: Chicken Quesadilla ,vegetable & fruit of the day, milk

Friday: manager's choice

Also offered daily:

Salad plate and sandwich, fruit plate , milk

Cheeseburger, french fries, fruit Milk

Pizza, garden salad, fruit milk

Appendix G - Worksheet #10 May & June

ITEM	Vendors' number	Price per cs	Price indiv.
Apples Sliced	1910001	\$21.86	\$3.64
Applesauce	1910006	\$16.91	\$2.82
Fruit Cocktail	1910081	\$20.96	\$3.49
Peaches Sliced	1910111	\$19.11	\$3.19
Pears Halves	1910121	\$22.01	\$3.67
Pineapple Sliced	1910156	\$19.74	\$3.29
VEGETABLES			
Beans with Pork	1910631	\$10.89	\$1.82
Beans Green	1910616	\$11.40	\$1.90
Beans Lima	1910621	\$24.06	\$4.01
Beans Red Kidney	1910626	\$11.80	\$1.97
Beets Sliced	1910641	\$12.61	\$2.10
Carrots diced	1910656	\$12.07	\$2.01
Carrots sliced	1910661	\$12.41	\$2.07
Chop Suey vege with mushrooms	1910786	\$22.92	\$3.82
Chow mein noodles	1910791	\$16.74	\$2.79
Corn whole kernel	1910681	\$14.07	\$2.35
Green Mixed	4912960	\$13.95	\$2.33
Mixed Vegetable	1910776	\$14.98	\$2.50
Onion dehydrated Slice	1911011	\$16.75	\$2.79
Peas, Sweet	1910721	\$13.81	\$2.30
Pepper jalapenos	5882758	\$32.95	\$5.49
Potatoes Instant mashed	1911021	\$28.15	\$4.69
Potatoes Sliced dry	1911025	\$25.08	\$4.18
potatoes sweet	4114625	\$19.82	\$3.30
Potatoes Sweet	1910736	\$18.34	\$3.06
Potatoes Whole White	1910726	\$18.69	\$3.12
Spaghetti Sauce	1911333	\$12.78	\$2.13
Spinach chopped	1910751	\$13.94	\$2.32
Tomato Paste	1911046	\$20.63	\$3.44
Tomato Puree	1911056	\$12.43	\$2.07
Tomato Sauce	1911051	\$10.38	\$1.73
Tomatoes Whole	1910766	\$12.71	\$2.12
Turnip greens	1910771	\$13.51	\$2.25
CONDIMENTS			
Catsup indv pk 200	1911570	\$2.59	\$2.59
Catsup tomato	1911066	\$12.15	\$2.03
Chili Sauce	1911076	\$15.60	\$2.60
Dressing Creamy Italian 18 pkg	1911128	\$15.75	\$0.88
Dressing salad Ranch 18/1gal.	1911127	\$12.54	\$0.70

Dressing Italian Sysco	5288402	\$16.30	\$4.08
Dressing French	1911116	\$14.92	\$3.73
Mustard	1911191	\$7.36	\$1.84
Mustard Ind pk 200	1911569	\$1.57	\$1.57
Pickles Dill Chips	1911081	\$12.54	\$3.14
Pickles Sweet Chips	1911091	\$21.96	\$5.49
Pickle Relish	1911111	\$14.47	\$3.62
Sauce BBQ 4/1gal	5778071	\$30.95	\$7.74
Steak Sauce A-1, 12/10 oz.	1911146	\$35.95	\$3.00
Tobasco Sauce (Texas Pete) 24 per cs	1911153	\$11.29	\$0.94
Baking soda 12/24oz	4950598	\$10.68	\$0.89
Brownie Mix	1911998	\$21.44	\$3.57
Cake Mix Devil's food	1911956	\$18.80	\$3.13
Cake Mix yellow	1911966	\$17.59	\$2.93
Crackers Saltines 500 /2 pk	4204996	\$10.85	\$10.85
Cocoa unsweetened	1911856	\$7.70	\$7.70
Cornbread Muffin Mix	1911999	\$16.80	\$2.80
Cornstarch 24 /1lb Argo	4073441	\$12.45	\$0.52
Flour all purpose	1902013	\$8.17	\$8.17
Flour bread	1912014	\$9.95	\$9.95
Gravy mix Brown 8/16oz	4089983	\$21.35	\$1.33
Gravy Mix Chicken 8/22.6 oz.	4120192	\$26.46	\$2.21
Grits Hominy 8/5 lb	6938302	\$11.84	\$1.48
Chicken Base 1 lbs	1911361	\$4.25	\$4.25
Ham base 6/1 lb	4944724	\$31.20	\$31.20
Kitchen Bouquet 32 oz.	6813190	\$5.75	\$5.75
Lasagna noodles 10lbx	5588058	\$8.10	\$8.10
Macaroni, elbow 20 lb	1911926	\$8.14	\$8.14
Milk Dry powdered 50 lbs.	1911921	\$56.96	\$56.96
Oatmeal Quick cooking	1911744	\$14.45	\$1.20
Rice White Long Grain 25 lbs.	1912221	\$5.33	\$5.33
Rice Pilaf Uncle Ben 6/36 oz	4032975	\$20.60	\$3.43
Salsa Thick & chunky 4/136oz.	6187652	\$40.34	\$10.09
Sloppy Joe's mix Lawry 6/15oz	4044178	\$14.56	\$2.43
Soy protein beef stroganoff meal	1912303	\$79.93	\$15.99
Soy protein chicken sweet & sour meal	1912302	\$79.93	\$15.99
Pasta Egg noodles 3/5lb	3038791	\$11.37	\$3.79
Spaghetti noodles 20lb	5587902	\$11.48	\$11.48
Stuffing Mix Uncle Ben 6/3.53	4009551	\$44.45	\$3.70
Sugar Brown	1911246	\$14.41	\$0.60
Sugar Granulated	1911272	\$17.94	\$17.94
Sugar Pkg Indv	1911281	\$8.05	\$8.05
Sugar XXX	1911262	\$19.16	\$19.16
Sweet & Sour Sauce 6/1/2 gal	3802147	\$30.95	\$5.16
Sweetener indiv.wrap	4676599	\$12.20	\$12.20
Pretzel mini 60 ct. 1.5oz	6325294	\$9.20	\$9.20
Taco chips 4/2.5 lbs.	5986278	\$9.10	\$9.10
Taco Shells 200 ct	3968450	\$7.29	\$7.29

Yeast 20 pkg	4040655	\$33.44	\$1.67
Honey Indv Pk 200	1911565	\$12.36	\$12.36
Jelly Apple	1911576	\$18.55	\$3.09
Jelly Grape	1911586	\$19.28	\$3.21
Syrup imitation Sysco 100/1oz.	5016803	\$3.84	\$3.84
Syrup Imitation Maple	1911671	\$11.20	\$2.80
Butter buds 24/4oz	5578240	\$24.00	\$1.00
Butter-it spray 6/14 oz	6914451	\$24.83	\$4.14
Oil spray	4135280	\$18.35	\$3.06
Garlic Spray	6988588	\$24.40	\$3.98

DESSERT ITEMS

Cookies chocolate chips 320.ct	4125845	\$14.28	\$14.28
Cookies oatmeal 360 ct	4227112	\$14.00	\$14.00
Jello Cherry	1911761	\$22.52	\$3.75
Jello Lime	1911765	\$22.52	\$3.75
Jello orange	1911767	\$22.52	\$3.75
Jello Strawberry	1911775	\$22.52	\$3.75
Graham cracker 150/3pk.	4914669	\$13.70	\$13.70
Pudding Chocolate	1911779	\$16.96	\$2.83
Pudding Vanilla	1911789	\$16.96	\$2.83
Tart Shells 72/3"	4009890	\$13.92	\$13.92
Lemonade Pink 12/24oz	4138640	\$15.20	\$1.27
Kellogg's Pop Tart blueberry72/2ct.	7572563	\$27.95	\$0.39
Kellogg's Pop Tart strawberry72/2ct.	7573280	\$27.95	\$0.39
Kellogg's Pop Tart brown suga/cinna.72/2ct.	7572548	\$27.95	\$0.39
Kellogg's Pop Tart s'mores72/2ct.	4060083	\$27.95	\$0.39
Kellogg rice Krispy treat 1/3oz 4/20ct	4184248	\$27.95	\$0.35
Kellogg choc Krispy treat 1/3oz 4/20ct	8056970	\$27.95	\$0.35

SPICES

Celery salt	1912031	\$2.73	\$2.73
Celery seed	1912037	\$2.33	\$2.33
Chili Powder	1912041	\$3.93	\$3.93
Cinnamon	1912046	\$2.63	\$2.63
Garlic powder	1912076	\$2.30	\$2.30
Gravy mix Browning seasoning 4/1gal	1911171	\$20.27	\$5.07
Gravy Base Beef	1911356	\$36.28	\$1.51
Gravy Base Chicken	1911357	\$34.27	\$1.43
Mustard dry	1912096	\$2.18	\$2.18
Nutmeg	1912106	\$6.70	\$6.70
Onion Salt	1912111	\$1.66	\$1.66
Oregano	1912114	\$2.74	\$2.74
Paprika	1912116	\$3.54	\$3.54
Pepper Black	1912121	\$5.30	\$5.30
Poultry Seasoning	1912147	\$2.72	\$2.72
Sage	1912151	\$3.42	\$3.42
Salt Iodized	1911221	\$9.55	\$0.40

Sesame Seed	1912158	\$2.08	\$2.08
Taco meat seasonings 6/9oz	5935879	\$9.15	\$1.53
Vanilla 4 gal	1911706	\$28.84	\$7.21
Vinegar	1911201	\$8.42	\$2.11
Worcheshire Sauce	1911161	\$17.75	\$4.44
Cereal Cherrios 96ct.	4212221	\$16.39	\$0.17
Cereal Frosted Flakes 96 ct	4044704	\$15.65	\$0.16
Cereal Fruit Loops 96 ct	4044608	\$15.65	\$0.16
Cereal Honey Graham 96 ct	4044533	\$16.39	\$0.17
Cereal Rice Krispy 96 ct	4044681	\$15.65	\$0.16
Cereal Honey Crunch 96 ct	7092224	\$15.65	\$0.16
Potato chips 8/1lbs	3030822	\$11.65	\$1.46
Potato chips indiv. 60 ct.1 oz.	6110555	\$12.42	\$0.21
Soup Tomato	1911476	\$13.94	\$1.16
Clam chowder Manhatan	1911462	\$30.67	\$2.56
Clam chowder New England	1911461	\$31.85	\$2.65
Tuna in water	1911386	\$25.20	\$4.20
Cheese sauce Sysco	4182762	\$33.69	\$5.62
Cheese sauce	1911140	\$37.73	\$6.29
Tea Bags 96/1oz.	1912240	\$16.50	\$16.50

REFRIGERATED ITEMS

Cheese American 4/5#	1960408	\$29.26	\$7.32
Cheese American slice 4/5lb	6727960	\$44.40	\$11.10
Shredded Mozzarella 6/5# cs	1960411	\$66.86	\$11.14
Mozzerella shredded 3/5# cs	BBR cls	\$43.40	\$14.47
Cheese cream idv. 100 ct	6261465	\$17.70	\$17.70
Eggs 15 dz	1102748	\$11.55	\$11.55
Margarine	1960426	\$9.74	\$0.32
Mayonnaise	1911121	\$12.45	\$3.11
Mayonnaise Lite Sysco 4/1gal	6040612	\$15.19	\$3.80
Mayonnaise Ind pk 500	1911556	\$25.17	\$24.15
Yogurt Yoplait 32/4oz. Trix strawberry	4001681	\$7.82	\$0.24

FREEZER ITEMS

Bacon pre cooked sliced 2/150 slice	2536555	\$23.50	\$23.50
Beef Patties Sysco brand 54/3 oz. oz	1747351	\$15.26	\$17.05
Beef Stew Meat 2/5# ea.	8500837	\$21.42	\$21.42
Bagel frozen 60/3oz	6695928	\$17.50	\$17.50
Biscuit southern 120/2oz Pillsbury	2559128	\$18.95	\$18.95
Broccoli chopped frz 12/2,.5 oz	6988315	\$23.74	\$23.74
Broccoli Spears frozen 12/2#	6743058	\$18.62	\$18.62
Burrito Beef & beans 60/5oz	2478659	\$21.21	\$21.21
California blend Vegetables 30 lbs	3831542	\$24.82	\$24.82
Chicken Breakfast Patties 200/1.5 oz	1157056	\$36.84	\$0.18
Chicken patty Gold Kist	2342269	\$29.85	\$0.31
Chicken fillet 90/ 3.oz	1211911	\$28.80	\$28.80

Chicken fresh cut up	2089761	\$30.12	\$30.12
Cookies Redi bake 567/.67oz	1027689	\$28.65	\$28.65
Cookies Otis Spunkmeyer			
Cookies chocolate chip rdb 128/2.5oz	1364348	\$22.68	\$22.68
Corn corbets 96 3" Sysco clas.		\$19.60	\$19.60
Corn dog 48 4oz State Fair		\$9.78	\$9.78
Corn dog nuggets 240/.67oz	8182792	\$13.35	\$13.35
Croissant sliced 144 2.2 oz	2114882	\$40.88	\$0.28
Danish mini asst 72/1.5 oz	2140945	\$23.10	\$0.32
Donuts 80 3oz. Super bakery	3065034	\$21.17	\$21.17
Fish fillet Viking 46/3.6oz	2286169	\$15.51	\$15.51
Fish Nuggets Pollock10#	2468452	\$14.87	\$14.87
French toast sticks Smart sticks	8024283	\$13.10	\$13.10
Funnel cake J&J snacks 48/5"	6622237	\$13.46	\$0.28
Ground Beef 8/10#	2209393	\$1.17	\$94.08
Ham boneless2/11lbs	8969842	1.73#	\$38.06
Horizon honey Bun 48 /3oz	930076	\$8.70	\$8.70
Hot dog foot long70 ct	1073477	\$15.35	\$15.35
Hot dog 80ct	7042617	\$11.89	\$11.89
juice apple 96/4 oz	2814499	\$11.60	\$11.60
Juice apple 48/6 oz	8209629	\$7.78	\$7.78
juice fruit punch 96/4 oz	2813897	\$9.89	\$9.89
juice grape 96 / 4oz	1801968	\$12.24	\$12.24
juice orange 48/ 6oz	8209678	\$8.85	\$8.85
juice orange 96/4 oz	2813913	\$12.95	\$12.95
Juicy treat blue raspb. 72/3 oz	5802913	\$12.05	\$12.05
Juicy treat green apple 72/3 oz		\$12.05	\$12.05
Juicy treat 72/3oz grape	2116317	\$12.05	\$12.05
Juicy treat 2/3oz orange	2116309	\$12.05	\$12.05
Juicy treat 72/3oz cherry	2305407	\$12.05	\$12.05
Meatballs Italian cooked	1894609	\$16.83	\$16.83
Muffins 54/ 2.5 oz blueberry	3470804	\$16.41	\$16.41
Muffin English 144/2oz	1666914	\$20.17	\$20.17
Pancake Aunt Jemima 144 /1.25	1010255	\$12.44	\$12.44
Pancake Sausage on a stick 48/2.9 ozSt Fair #	8015109	\$14.77	\$14.77
Pancake sausage blueberry bites State Fair	72000		
Pie shells 9" 20 9oz.	1193697	\$15.84	\$0.79
Pita Pockets split 6" 192 per cs	1662139	\$13.23	\$13.23
Pizza breakfast sausage 128/3.2oz.	2085561	\$36.88	\$36.88
Pizza Cheese 4x6 thick crust #63743	1717826	\$33.24	\$33.24
Pizza fiestada	1706910	\$44.11	\$44.11
Pizza Pepperoni #63624LSR	1603612	\$35.83	\$35.83
Pizza personal 60 ct Tony	78589	\$43.95	\$43.95
Pizza quesidilla MAX	9938259	\$37.60	\$37.60
Pizza Sausage 4X6 Tony's 63615	1580489	\$36.74	\$36.74
Pork BBQ 4 5lb.	2325801	\$35.65	\$8.91
Pork ribs BBQ 100/2.53oz	2525624	\$24.02	\$24.02
Potatoes French Fries 6/6lb	6484174	\$17.64	\$17.64

Potatoes hash brown 120/2.5 oz	2285534	\$9.03	\$9.03
Pretzel soft 100/ 2.5oz	1009695	\$15.05	\$15.05
Pretzel cinnamon/Raisin 50/2.5oz	7023302	\$11.43	\$0.23
Roast Beef cooked 10#	Eckrich	4.43#	\$4.43
Rolls Dinner Rich's 300ct.	1962836	\$24.49	\$24.49
Sausage patties Larry 1.5 oz 8/6 #	2325355	\$15.38	\$15.38
Sausage patties Larry 2oz. 4/12#	2325348	\$18.00	\$18.00
Steak Beef breaded precooked	1003946	\$21.13	\$21.13
Steak wafer 6/ 6# pkg	1935618	\$49.13	\$8.19
Stuffed shells 100/ 1.75	3172657	\$18.88	\$18.88
Topping squeeze bag 12 16oz	2389534	\$23.40	\$1.95
Tortilla Flour 8" 20/12 ct	2385763	\$17.90	\$17.90
Turkey Roll 14-20lb	8778912	1.55#	\$31.00
Vegetable Oriental 30#	3831542	\$23.93	\$23.93
Waffle Aunt Jemima frozen 1/144ct	1010297	\$9.00	\$9.00

ICE CREAM

Nutty Buddy		\$6.00	\$6.00
Sandwiches		\$4.30	\$4.30
Fudge bars		\$3.40	\$3.40
Brown Mule		\$3.80	\$3.80
Strawberry Crunch		\$4.30	\$4.30
Chocolate Cups		\$4.30	\$4.30
Strawberry Cups		\$4.30	\$4.30
Vanilla Cups		\$4.30	\$4.30

MILK PRODUCTS

Whole milk		\$0.17	\$0.17
2% milk		\$0.17	\$0.17
1% milk		\$0.16	\$0.16
Skim milk		\$0.15	\$0.15
Chocolate Milk		\$0.16	\$0.16
Buttermilk 1/2 gal		\$1.16	\$1.16
Cottage cheese 5gal		\$5.61	\$5.61
Sour cream		\$3.77	\$3.77
Orange drink		\$0.16	\$0.16
Grape drink		\$0.16	\$0.16
Fruit punch drink		\$0.16	\$0.16

BREAD PRODUCTS

Texas Toast		\$0.75	\$0.75
Dinner Rolls		\$0.95	\$0.95
Hamburger buns		\$0.75	\$0.75
Hot dog buns		\$0.75	\$0.75
Foot long buns		\$0.80	\$0.80
Sub rolls		\$0.90	\$0.90
White bread Sandwich		\$0.70	\$0.70
Wheat bread sandwich		\$0.85	\$0.85

PRODUCE

Apples red Washington 138 ct	1268564
Baby carrots in bag	7700396
Cabbage green 10 lbs	7409592
Cabbage red 10 lbs	7410244
Carrots fresh 5 lb	1184977
Celery 1/6ct	1908300
Cucumbers 1/12 ct	7413040
Green peppers 5 lb	6902340
Lemons 12 ct	7412596
Lettuce green leaf 1/24 ct	1723857
Lettuce iceberg premium 24 ct	1908318
Orange navel 138 ct	2252187
Radishes 1 lb bag	1061670
Tomatoes 10 lb 6X6+A99	1391325

NON FOOD

Bags brown 500 ea	1970097	\$10.56	\$10.56
Bags food storage 1000/cs	582007	\$12.02	\$12.02
Bleach	1930017	\$5.58	\$0.93
Bowl 10-12 oz 1000 per case	507120	\$12.94	\$12.94
Bowl 4-6 oz 1000 per case	507100	\$11.88	\$11.88
Brooms	1930251	\$5.75	\$5.75
Bulb 250R40/HR/1	1930152	\$3.49	\$3.49
Cream suds 50lb	459120	\$53.62	\$53.62
Cups 2 oz souffle paper	1920212	\$29.20	\$29.20
Cups 2 oz soufflé plastic	569074	\$16.16	\$16.16
Cups styrofoam 12oz	519134	\$14.93	\$14.93
Cups styrofoam 8 oz	519114	\$10.54	\$10.54
Cups styrofoam 16 oz	519145	\$21.56	\$21.56
Dish Clothes dz	1013	\$18.65	\$1.55
Film 12 x 2000	533700	\$6.90	\$6.90
Film 18 x 2000	1920085	\$10.51	\$10.51
Film 18 x 2000	533710	\$10.51	\$10.51
Foil Heavy duty	1920086	\$33.53	\$33.53
Fork plastic	529056	\$4.82	\$4.82
Glasses plastic 9 oz 1000 cs	526408	\$35.47	\$35.47
Gloves dishwashing each	920410	\$0.69	\$0.69
Gloves Food Handling 1/1000ea	1920358	\$3.79	\$3.79
Handles, mop	1930151	\$6.57	\$6.57
Knives Plastic	529076	\$4.82	\$4.82
Lids for #10B20 & 20DLC	535525	\$24.02	\$24.02
Meal Kit with spork 1000pk	1128198	\$18.50	\$18.50
Mops 12 oz	1930165	\$5.44	\$5.44
Napkins	1920116	\$21.56	\$21.56
Pan Liner	551000	\$21.24	\$21.24
Plates 6" styrofoam	596310	\$10.99	\$10.99

Plates 9 "styrofoam	555018	\$10.99	\$10.99
Pot holder 3ea	2764108	\$6.87	\$6.87
Pot holder dz	1001	\$16.68	\$1.39
Scrub pads 20 ea	5793922	\$7.84	\$0.39
Spoons plastic	529076	\$4.82	\$4.82
Squat cups 10 oz	535115	\$19.76	\$19.76
Squat cups 4 oz	535100	\$10.64	\$10.64
Stainless Steel Polish 12 per cs	1930499	\$3.63	\$0.30
Straws Milk	1920514	\$23.72	\$23.72
Tablecover White 40"X300'	1594241	\$8.23	\$8.23
Tide Soap 36lb	8085	\$47.89	\$47.89
Thermometer food 2 ct	1653864	\$9.38	\$9.38
Thermometer freezer 2 ct	1954148	\$5.93	\$5.93
Towel cloth 24 ea	5756465	\$24.12	\$24.12
Towel Sack dz.	1012	\$10.80	\$0.90
Trash barrel dolly	1930308	\$9.00	\$9.00
Trash barrel receptacle 32 gal	1930298	\$14.17	\$14.17
Trash can liner 55 gal /100 cs	473082	\$8.34	\$8.34
Trash can liner 55 gal /72 cs	1920595	\$21.73	\$21.73
Trays 6 comp. styrofoam	596310	\$17.87	\$17.87
Trays hinged 250 cs	598160	\$27.19	\$27.19
Wax Paper 6 per cs	1920080	\$22.22	\$3.70
Wire brush for cleaning ea	4214128	\$1.16	\$1.16
Computer ribbon	104093	\$9.99	\$9.99
Computer paper	10F113	\$18.99	\$18.99

June-03

ITEM	Vendors' Number	Price per case	quantity needed
Potatoes sweet	4114625	\$19.82	
Dressing Italian Sysco	5288402	\$16.30	
Sauce BBQ 4/1gal	5778071	\$30.95	
Baking soda 12/24oz	4950598	\$10.68	
Crackers Saltines 500/2 pk	4204996	\$10.85	
Cornstarch 24 /1lb Argo	4073441	\$12.45	
Gravy mix Brown 8/16oz	4089983	\$21.35	
Gravy Mix Chicken 8/22.6 oz.	4120192	\$26.46	
Grits Hominy 8/5 lb	6938302	\$11.84	
Ham base 6/1 lb	4944724	\$31.20	
Kitchen Bouquet 32 oz.	6813190	\$5.75	
Lasagna noodles 10lbx	5588058	\$8.10	
Rice Pilaf Uncle Ben 6/36 oz	4032975	\$20.60	
Salsa Thick& chunky 4/136oz.	6187652	\$40.34	
Sloppy Joe's mix Lawry 6/15oz	4044178	\$14.56	
Pasta Egg noodles 3/5lb	3038791	\$11.37	
Spaghetti noodles 20lb	5587902	\$11.48	
Stuffing Mix Uncle Ben 6/3.53	4009551	\$44.45	

Sweet&Sour Sauce 6/1/2 gal	3802147	\$30.95
Sweetener indiv. wrap	4676599	\$12.20
Pretzel mini 60 ct. 1.5oz	6325294	\$9.20
Taco chips 4/2.5 lbs.	5986278	\$9.10
Taco Shells 200 ct	3968450	\$7.29
Yeast 20 pkg	4040655	\$33.44
Syrup imitation Sysco 100/1oz.	5016803	\$3.84
Butter buds 24/4oz	5578240	\$24.83
Butter-it spray 6/14 oz	6914451	\$19.27
Oil spray pan coating 6/17 oz	4135380	\$18.35
Arrezzio Garlic Spray	6988588	\$24.40
Cookies chocolate chips 320.ct	4125845	\$14.28
Cookies oatmeal 360 ct	4227112	\$14.00
Graham cracker 150/3pk.	4914669	\$13.70
Tart Shells 72/3"	4009890	\$13.92
lemonade Pink 12/24oz	4138640	\$15.20
Kellogg's Pop Tart blueberry72/2ct.	7572563	\$27.95
Kellogg's Pop Tart strawberry72/2ct.	7573280	\$27.95
Kellogg's " brown suga/cinna.72/2ct.	7572548	\$27.95
Kellogg's Pop Tart s'mores72/2ct.	4060083	\$27.95
Kellogg choc rice Krispy treat	8056970	\$27.95
Kellogg rice Krispy treat 1/3oz 4/20ct	4184248	\$27.95
Taco meat seasonings 6/9oz	5935879	\$9.15
Cereal Cherrios 96ct.	4212221	\$16.39
Cereal Frosted Flakes 96 ct	4044704	\$15.65
Cereal Fruit Loops 96 ct	4044608	\$15.65
Cereal Honey Graham 96 ct	4044533	\$16.39
Cereal Rice Krispy 96 ct	4044681	\$15.65
Cereal Honey Crunch 96 ct	7092224	\$15.65
Potato chips 8/1lbs	3030822	\$11.65
Potato chips indiv. 60 ct.1 oz.	6110555	\$12.42
Cheese sauce Nacho	4182762	\$33.69
Cheese American slice 4/5lb	6727960	\$44.40
Mozzerella shredded 3/5# cs	BBR cls	\$43.40
Cheese cream idv. 100 ct	6261465	\$17.70
Eggs 15 dz	1102748	\$11.55
Mayonnaise Lite Sysco 4/1gal	6040612	\$15.19
Yogurt Yoplait 32/4oz. Trix strawberry	4001681	\$7.82
Bacon pre cooked sliced 2/150 slice	2536555	\$23.50
Beef Patties Sysco brand 54/3 oz. oz	1747351	\$15.26
Beef Stew Meat 2/5# ea.	8500837	\$21.42
Bagel frozen 15/6 ct /3oz	6695928	\$17.50
Biscuit southern 120/2ozPillsbury	2559128	\$18.95
Broccoli chopped 12/2oz	6988315	\$23.74
Broccoli Spears frozen 12/2#	6743058	\$18.62
Burrito Beef & beans 60/5oz	2478659	\$21.21
California blend Vegetables 30 lbs	3831542	\$24.82
Chicken Breakfast Patties 200/1.5 oz	1157056	\$36.84

Chicken nuggets Gold Kist	2342269		\$29.85
Chicken fillet 90/ 3.oz	1211911		\$28.80
Chicken fresh cut up	2089761		\$30.12
Cookies Redi bake 567/.67oz	1027689		\$28.65
Cookies Otis Spunkmeyer butter	1454479		
Cookies Otis Spunkmeyer dbl choc chip	1412659		
Cookies Otis Spunkmeyer chocolate chip	1412642		
Cookies Otis Spunkmeyer M&M	7512528		
Cookies Otis Spunkmeyer white choc mc dma nut	2094498		
Cookies chocolate chip rdb 128/2.5oz	1364348		\$22.68
Corn corbets 96 3" Sysco clas.			\$19.60
Corn dog 48 4oz State Fair			\$9.78
Corn dog nuggets 240/.67oz	8182792		\$13.35
Croissant sliced 144 2.2 oz	2114882		\$40.88
Danish mini asst 72/1.5 oz	2140945		\$23.10
Donuts 80 3oz. Super bakery	3065034		\$21.17
Fish fillet Viking 46/3.6oz	2286169		\$15.51
Fish Nuggets Pollock 10#	2468452		\$14.87
French toast sticks Smart sticks	8024283		\$13.10
Funnel cake J&J snacks 48/5"	6622237		\$13.46
Ground Beef 8/10#	2209393		\$1.17
Ham boneless 2/11lbs	8969842	1.73#	
Hot dog foot long 70 ct	1073477		\$15.35
Hot dog 80ct	7042617		\$11.89
Juice apple 96/4 oz	2814499		\$11.60
Juice apple 48/6 oz	8209629		\$7.78
Juice fruit punch 96/4 oz	2813897		\$9.89
Juice grape 96 / 4oz	1801968		\$12.24
Juice orange 48/ 6oz	8209678		\$8.85
Juice orange 96/4 oz	2813913		\$12.95
Juicy treat blue raspb. 72/3 oz	5802913		\$12.05
Juicy treat 72/3oz grape	2116317		\$12.05
Juicy treat green apple			\$12.05
Juicy treat 2/3oz orange	2116309		\$12.05
Juicy treat 72/3oz cherry	2121945		\$12.05
Lasagna Roll up East Side 75/3.5oz	4902623		\$33.75
Meatballs Italian cooked	1894609		\$16.83
Muffins 54/ 2.5 oz blueberry	3470804		\$16.41
Muffin English 144/2oz	1666914		\$20.17
Pancake Aunt Jemima 144 /1.25	1010255		\$12.44
Pancake Sau. on a stick 56/2.85	8015109		\$14.77
Pancake sausage blueberry bites	72000		
Pie shells 9" 20 9oz.	1193697		\$15.84
Pita Pockets split 6" 192 per cs	1662139		\$13.23
Pizza breakfast sausage 128/3.2oz.	2085561		\$36.88
Pizza Cheese 4x6 thick crust #63743	1717826		\$33.24
Pizza fiestada	1706910		\$44.11
Pizza Pepperoni #63624LSR	1603612		\$35.83

Pizza personal 60 ct Tony	78589		\$43.95
Pizza quesadilla 48/5 oz	9938259		\$37.60
Pizza Sausage 4X6 Tony's 63615	1580489		\$36.74
Pork BBQ 4 5lb.	2325801		\$35.65
Pork ribs BBQ 100/2.53oz	2525624		\$24.02
Potatoes French Fries 6/6lb	6484174		\$17.64
Potatoes hash brown 120/2.5 oz	2285534		\$9.03
Pretzel soft 100/ 2.5oz	1009695		\$15.05
Pretzel cinnamon/Raisin 50/2.5oz	7023302		\$11.43
Roast Beef cooked 10# Eckrich		4.43#	
Rolls Dinner Rich's 300ct.	1962836		\$24.49
Sausage patties Larry 1.5 oz	2325355		\$15.38
Sausage patties Larry 2oz.	2325348		\$18.00
Steak Beef breaded precooked	1003946		\$21.13
Steak wafer 6/ 6# pkg	1935618		\$49.13
Stuffed shells 100/ 1.75	3172657		\$18.88
Topping squeeze bag 12 16oz	2389534		\$23.40
Tortilla Flour 8" 20/12 ct	2385763		\$17.90
Turkey Roll 14-20lb	8778912	1.55#	
Vegetable Oriental 30#	3982220		\$23.93
Waffle Aunt Jemima frozen 1/144ct	1010297		\$9.00
Baking potatoes 100 ct	1008473		
Lemons 12 ct	7412596		
Orange navel 138 ct	2252187		
Apples red Washington 138 ct	1268564		
Cabbage green 10 lbs	7409592		
Cabbage red 10 lbs	7410244		
Lettuce green leaf 1/24 ct	1723857		
Lettuce iceberg premium 24 ct	1908318		
Tomatoes 10 lb 6X6+A99	1391325		
Green peppers 5 lb	6902340		
Cucumbers 1/12 ct	7413040		
Celery 1/6ct	1908300		
Carrots fresh 5 lb	1184977		
Baby carrots in bag	7700396		
Radishes 1 lb bag	1061670		
Cutlery kits Sporks	1128198		\$18.50
Pot holder 3ea	2764108		\$6.87
Scrub pads 20 ea	5793922		\$7.84
Tablecover White 40"X300' Sysco	1594241		\$8.23
Tide Soap 36lb	8085		\$47.89
Thermometer food 2 ct	1653864		\$9.38
Thermometer freezer 2 ct	1954148		\$5.93
Towel cloth 24 ea	5756465		\$24.12
Wire brush for cleaning ea	4214128		\$1.16

Appendix G - Tab G1

York County School Food Service

Policies, Objectives, and Procedures

2002 – 2003

Procedures/Policies for York County School Foodservice

I. Objectives of York County School Food Service

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- Handling of Leftover Food
- Daily Production Schedules

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Objectives of York County School Food Service

1. To serve nutritionally sound meals that meets the School Meals Initiative for Healthy Children.
2. To provide a variety of foods and food choices.
3. To maintain high standards of quality food production and service.
4. To maintain high standards of sanitation.
5. To provide a clean, pleasant atmosphere for meal service and consumption.
6. To maintain a pleasant, cooperative relationship with students, parents, faculties, staffs, and community.
7. To use all time and talents wisely.
8. To enhance the image of York County School Food Service.
9. To grow professionally through continuing education and food service organizations and apply that knowledge to our daily work.
10. To maintain the highest ethical standards in all professional relationships.

Food Production

Efficiency and Effectiveness in School Food Production

Efficiency in regard to food production means:

Employees have the ability and training to prepare quality food with the least expenditure of time, effort, and

material.

Effectiveness in School Food production means:

The desired results have been achieved. The food is safe, appealing, tastes good, and is also nutritionally sound.

In order to have efficient and effective school food production, we must have the following:

- Leadership – A good leader sets the example for high standards for performance, shares the responsibility of leadership, and trains for leadership. Remember, leadership is production, not position.
- Motivation - A good manager inspires with their enthusiasm, their team spirit, and their sense of fairness.
- Organization – A good work schedule that clearly defines the duties of each employee is essential in order to make the best use of time, employee, and equipment. It increases efficiency and builds employee morale.
- Control Systems – To control quality and to operate in a professional manner, control systems are needed.
- Control Quality of Product – Using quality ingredients, standardized recipes, and “batch-cooking” preparation of food.
- Control Use of Time – Using the most efficient way to get the job done. Study each operation to see if there is a better way to do it. Have and follow a work schedule. Learn to work smarter- not harder.
- Control Food Cost – Setting up standards. Avoiding over production. Set up controls on food losses.
- Training – On the job, planning, and training sessions help to determine the quality and efficiency of an employee. A trained employee is an empowered employee.
- Evaluation – Constant evaluation is necessary for improvement.

An efficient and effective program of food production can be yours with strong leadership and management, motivation, organization, cost control, training and constant evaluation.

This is a challenge for everyone!

I. Production**Production Sheets:**

The Food Production Record is a tool for planning, controlling and documenting food production. The production record has two parts—a planning section (1-18) to be completed before the meal is served and a documentation section (19-24) to be completed after the meal is served.

The planning sections must be completed at least two weeks in advance and posted in the kitchen so that all food service employees can have access to them. All food service employees should be trained to read the planning section and fill out the documentation section. This training is the responsibility of the Food Service manager.

The documentation section is to be completed on the day the meal is served. The sheet should then be filed in a folder, by month, or in a three-ring binder by month.

As a rule, serving temperatures must be taken and posted in the comment section of the potentially hazardous food prepared, i.e. main dishes and rice.

Remember to keep a sample portion of all potentially hazardous food in the refrigerator for at least 72 hours. This is required by the Health department and will protect your operation in case of a food borne illness.

Remember two important points: Complete your production sheet on the day of service and retain production records for the current year and three years back.

Handling of Leftovers:

Both USDA and purchased food and supplies are intended for use in school food service. School Food Service employees must not take food or supplies home.

It is recognized that some food will be leftover each day. However, good practices in planning and preparation will keep the amount to a minimum. Leftover food should be properly cooled and refrigerated for use the next day; or in some instances, it can be frozen for use at a later date. If leftover food cannot be used, it must be put in the garbage. To prevent false accusations, school personnel are not allowed to purchase food or supplies intended for school food service for personal use through school food service vendors.

York County employees must maintain the highest ethical standards.

Daily Production Schedules:

One of the most important and challenging tasks of a manager is scheduling work in the kitchen. Basically, a production schedule is a sequencing of events needed to produce a meal. It is the most efficient way to schedule food production and service. Written schedules take time to prepare, but save time in the long run. Some food service experts suggest that one-third of all labor time may be wasted or severely limited by poor scheduling.

Parkinson's Law: *"Work takes up the available time."*

It is the manager's responsibility to prepare a daily production schedule for her employees. It puts the manager in charge of the entire operation so each employee's work is balanced against the workload of everyone else in the kitchen. This is a menu driven task. Specific duties are assigned with a time frame to complete the task. Serving times and break times are noted. Arrival and departure times are noted.

Excel is the best vehicle for designing a production schedule. By assigning a main dish (for elementary school) or value meal (middle & high schools) name to the sheet, the schedule can be re-used with minor changes when the menu is served again.

- Assemble the materials & information needed menu, special function orders, and rotation schedule with weekly assignments.
- Plan a daily production schedule for five days at a time. This allows the manager to do a better job of planning pre-preparation. You see the big picture.
- Determine which menu items can be batch-cooked and which dishes must be prepared, cooked, and held for service.
- Assign a beginning and end for each task.
- Stagger breaks or break together after cleaning.
- Include items to be removed from the freezer for proper thawing.
- Include end of the day cleaning assignments.

It is the employee's responsibility to organize their time and materials to complete the task within the allotted time.

Weekly Cleaning schedules:

Weekly cleaning schedules will be posted in each kitchen. Duties will be rotated on a weekly basis.

It is the manager's responsibility to decide which cleaning tasks need to be done daily, which tasks occur once a week, and which tasks will be accomplished once a month.

Daily duties can be posted on the production schedule.

Weekly and monthly duties will be posted separately.

Remember: A clean, sanitary kitchen and service line is a strict requirement of all York County School Food Service operations.

End of the Year Cleaning:

This is the most important cleaning done all year since it directly affects the amount of start-up cleaning time needed in the fall.

Duties should be fairly distributed among employees and accomplished during regular working hours. The manager will post a cleaning schedule and the employee will sign off on the task when completed.

Important tasks to be completed:

- Removal of all wall decorations and posters.
- Removal of all clean pans, trays, and small equipment to the storeroom to prevent theft during the summer months.
- Thorough cleaning of ovens, refrigerators, and serving surfaces, and equipment.
- Vents cleaned.
- Floors swept and mopped.
- Bathrooms and locker rooms cleaned and sanitized
- Proper storage of food items is essential to prevent pest infestation over the summer months. Dry goods will be stored in sealed, airtight containers in the dry storage area. Refrigerated goods will be consolidated and stored in the walk-ins. Freezer items should be consolidated in the walk-ins.

Remember: By the end of school, all food inventories will be at a minimum level. June is the month to use all available food inventories with a minimum of ordering. The June Menu is a reflection of this practice.

Back to School Cleaning:

If the end of the year cleaning has been properly handled, the back to school cleaning will be much easier. Employees will be brought in for one day for cleaning. The following will be accomplished:

- All food service areas cleaned and sanitized.
- All walls and windows cleaned and sanitized.
- Equipment and food put back in proper place.

- Vents cleaned.
- Floors swept and mopped
- Bathroom and locker rooms cleaned and sanitized.
- Decorations and necessary information posted.

II. Personnel

For any questions regarding employment, see the York County School Employee Handbook.

Job Descriptions: Detailed descriptions are listed on the YCSD Intranet. <http://192.168.5.5/ycsd/>

School Food Service Manager – Primary function is to ensure the smooth and efficient operation of school food service for the ultimate health, comfort, and benefit of the students. To ensure an atmosphere of efficiency, cleanliness, and friendliness in which the students are served nutritious meals.

School Food Service Assistant – Primary function is to prepare and serve quality, nutritious meals in an efficient, clean and friendly manner.

Expectations of a Food Service Manager:

The Food Service Manager will:

- Understand and use the School Meal Pattern to plan and prepare meals that meet the nutritional requirements of all children served.
- Be well informed on all phases of the School Meal Programs and be willing to meet with various groups: Community, PTA, SCA –to promote the program in any way possible.
- Present a professional and knowledgeable image to the customer.
- Know how to order food and supplies in order to keep holding and storage costs at minimum levels.
- Keep warehouse deliveries at a minimum; this includes extra pick-ups at the warehouse.
- Strive to prepare the proper amounts of food and use proper procedures for leftovers.
- Fill out all forms completely and accurately.
- Be able to evaluate records and know how to use them for program improvement.
- Be able to train their staff. Remember: “If the Learner hasn’t learned, the Trainer hasn’t trained.” Simply stated, everyone learns in a different way. Find the learning method best suited to the employee and help them achieve their goals. This responsibility rests with the manager.
- Report needed repairs of equipment. Perform necessary preventative maintenance to all equipment

- Take and record all cold food storage equipment temperatures twice daily; upon arrival and before locking the equipment at the end of the day.
- Follow all policies and procedures found in the employee handbook established by York County School Division and any policies/procedures established by the Manager of Food Service.

Remember: Equipment purchases and raises depend on the thrift of both the manager and the employee.

Expectations of a Food Service Employee:

- Regular attendance is expected of all employees. In case of emergency or absence, please notify the manager as soon as possible to allow for substitute help.
- Employees are expected to swipe in and out for themselves on time. All Overtime must be pre-approved by the Manager of Food Service. Flextime used sparingly and for emergencies.
- To observe the proper dress code of a clean, white uniform, clean, white shoes with a non-skid sole, and appropriate neutral undergarments. The manager may specify a different color shirt for a special day. Shorts or sleeveless shirts are not allowed.
- Employees are expected to be courteous to the public, the faculty, the students, fellow employees, callers, and school officials with whom they come in contact.
- Employees are expected to keep their own lockers clean and share in the responsibility of keeping the locker area clean.
- Smoking is prohibited inside the school building or in the presence of students. An area designated by the principal may be used, but the time for a smoke break will be deducted from your allotted break time.
- Economy in the use of electricity is expected of all employees. The unnecessary preheating of equipment or leaving lights on is discouraged.
- All accidents are to be reported to the manager immediately and the proper reporting procedures followed.
- Needed repairs to any equipment, furniture, light fixtures, wiring, tools, etc. must be reported to the manager.
- Employees will not attempt to operate equipment for which they have not been properly trained. Notify the manager if you have any questions.
- Employees must follow all safety rules.

- From time to time, it may be necessary to inspect lockers and bags leaving the premises. Employees are expected to be cooperative.
- Family, relatives, and friends are not permitted to visit in the kitchen. If there is an emergency, the visitor must first report to the office to get a pass; and then stay in the manager's station while conducting personal business. This is only for emergencies and must be for a limited time. If a visitor comes to eat lunch with food service personnel, he/she must stay in the cafeteria with the employee during the assigned break time.

Kronos

In accordance with one of the School Board's goals for safe schools, all employees will wear photo ID badges while in school building or on school grounds.

If you lose your Kronos ID badge, you must notify your supervisor immediately. If, after one day, you are unable to find your badge, you must purchase a new one from the Human Resources department. The replacement cost is \$5.00. If the employee quits, retires, or is terminated, the badge must be returned to Human Resources.

It is the employee's responsibility to swipe in and out. If you forget your badge, you must return home to get it. You will be docked the amount of time necessary to retrieve the badge.

No one will swipe out and continue working. This is forbidden.

Any additional time used for outside functions other than National School Lunch or Breakfast programs must be recorded with Kronos. The Manager of Food Service must be notified. Regular Salary plus \$2.50 is paid for these special functions. The person requesting these special functions will pay these costs; therefore, make sure that the person requesting the service understands this policy.

If any questions about leave arise, check with payroll.

Overtime

Overtime is any time spent working over and above your regularly scheduled time. When this happens without prior approval, the managers must notify the Manager of Food Service.

Flextime

Flextime is for two hours or less. Flextime must be used within the same week.

Leave Sheets

Effective July 1, 2002—It will no longer be necessary to fill out leave sheets. However, the Manager of Food Service must be notified by email what type of leave is requested on the day it is requested.

Training

Training is needed for all employees to maintain the standards of York County School Food Service. It

refers to the teaching of technical and human skills to employees.

Management development refers to programs designed to improve the technical, human, and conceptual skills needed by managers.

Training is and must be the responsibility of the manager. The primary purpose of any training program is to help the Food Service department meet its goals. Equally important, however, is to help the trainee meet their personal goals.

Training in School Food Service is almost entirely an on-the-job endeavor. Some specific training programs are set-up for specialized training such as cashier training or managers-in-training. The Assistant Manager of Food Service schedules these sessions. In-service training sessions will be set-up as the need arises and conducted by the Manager and Assistant Manager of Food Services.

Remember: All people, if motivated, can learn. They need guidance, reinforcement, feedback, and practice.

Uniforms

Depending on the availability of funds, each Food Service employee will be issued one shirt per year. If an employee terminates their employment prior to 90 days, the shirt must be cleaned and returned.

Salaries and Transfers

Salaries for York County Food Service employees are based on the York County School Division salary scale. Call payroll if you have any questions.

An attendance bonus is in effect for York County School Food Service employees. An employee will receive a bonus of \$100.00 if they do not miss any days (sick or personal) for the first or second semester when students are in session. If the employee goes the entire 10 month period without missing a day, they will receive an extra \$25.00 for a total of \$225.00 for the 10 month period.

An employee qualifies for a \$50.00 bonus for first and second semester if only one day or a half-day is missed when students are in session. Two half days of leave means that you lose the bonus. Late hires to the division qualify for only half of the bonus.

Exceptions: Absences due to Jury Duty, Subpoena to Court, or for Military Duty requirements. Documentation for such exceptions is required and should be sent to the payroll office and the Manager of Food Services.

Managers are eligible for a participation bonus. As per the SOP, for every 50 reimbursable meals and paid adult meal above 350 served, managers will receive a \$300.00 production-bonus. For details, see the SOP.

Transfers

For the good of the operation, the Manager of Food Service may transfer any York County Food Service employee at any time.

Breaks

All employees are allowed a twenty-minute break. This includes the time needed to fix the plate. Breaks should be taken in specified areas. Eating or drinking on the service line or in food production areas is not permitted. This applies to everyone.

Accident Reporting

It is the employee's responsibility to report any accident, no matter how minor, to the manager immediately and fill out the necessary forms. A list of approved physicians is available and should be posted on the bulletin board at all times.

Phone Usage

As in any professional environment, phones located in the kitchen or manager's offices are intended for business use and may be used for emergencies only. Personal calls may not be taken or made. Pay phones or phones located in the teacher's lounge may be used during the employee's break time.

Documentation

Documentation is a written record of a pattern of actions over a course of time. Managers will document routine staff training, meetings, any job-related issues--positive or negative related to the employee. This documentation provides a detailed record that is invaluable when evaluations are due. This documentation is confidential and should be kept in a secure place that only the manager can access.

Evaluations

Evaluations provide feedback to the employee on how they are meeting expectations. All employees will receive an evaluation upon their anniversary date. The manager will perform those evaluations for her employees. The Manager of Food Service will perform evaluations for the food service managers.

Evaluations for new hires are conducted at the end of their nine-month probationary period. After that, they are conducted on their anniversary date.

While evaluations are subjective, they should be viewed as a documentation tool to track the progress of an employee—not as a negative attack. They can be done at any time the manager feels a written record of problems and solutions for those problems are necessary.

The procedure and form for writing an evaluation is in the SOP. Forms can also be downloaded from the Intranet.

III. Computer Processes

Email

Email is a fast way to transmit information during our business day. It is a business tool. It can provide a written record for meetings, transfers, conversations, etc. As such, it is the property of the York County School Division and is monitored by OfficeScan. It is not private. Therefore, do not put

anything into email you would not want others to read.

When using email, remember to observe email etiquette. All caps denote shouting—do use all caps unless you mean to shout.

Classes in Outlook can be taken at the Lifelong Learning Center.

CAFS

Computer Assisted Food Service is the accountability program used by York County School Food Service. It provides an accurate record of the meals served and the student breakdown for accountability.

For all operating procedures, consult your CAFS manual. For specialized training, contact the Assistant Manager of Food Service.

Excel

Excel is the spread sheet program used in York County. In Food Service, Excel is used for the following:

- Inventory
- Production Sheets
- Production Schedules
- Roster Sheets (elementary schools) and any other relevant applications.

Classes are available at the Lifelong Learning Center. For training in those applications for food service only, contact the Manager of Food Service.

Word

Word is the word processing program used in York County. In food service, word is used for the following:

- Letters
- Signs
- Schedules and any other relevant application.

Classes are available in the Lifelong Learning Center.

IV. Inventory Control

Ordering

Orders for Sysco will be emailed or faxed to the Manager of Food Service by one o'clock on Friday. In order alleviate confusion and assure the correct items, managers must use the order form supplied by the Manager of Food Service.

The managers will handle orders for all other vendors by fax, order form, or phone as directed by the Manager of Food Service. They will be submitted on time.

Storeroom Organization

To get organized in the storeroom, the manager and employees need to:

- Set up the physical layout of the storeroom using best practices. If items on the shelves are arranged alphabetically as they are listed on the inventory sheet, it will save time at the end of the month.

- Plan for personnel safety in the storeroom.
- Use equipment to make storage easier and more efficient.
- Store food using the first in, first out principle. All items will be clearly marked with the arrival date.

USDA

According to the USDA, the physical inventory of USDA items may be stored with the purchased items; but since York County requires a separate inventory sheet for accounting purposes, it may be prudent to store USDA items grouped together. This will make end of the month inventory easier. All safe handling practices still apply to the inventory.

V. Organizational Processes and School Environment

- Book-keeping – In York County, most financial record-keeping is handled by computer through either CAFS or Excel. The manager shall keep all hard copies of monthly reports, receipts, and invoices for the current year and three years back.
- Storage of Records - Records will be filed by month and kept in an organized manner in the file cabinet. Computer print outs will be kept by month and stored in a box in the storeroom or another appropriate area. The manager is responsible for the maintenance of all records.
- End of the month Processing – All computer work will be processed at the end of the last serving day of the month. All paperwork from the end of the month processing shall be on the accountant's desk by the second business day after the end of the month. Bank deposit slips should be sent to the accountant when the set is completely returned from the bank. The manager's entire monthly file will be sent to the Manager of Food Service for review by the second business day of the month.
- Food Service Manager and Principal Relationship – The relationship between the food service manager and the school principal is an important one. The principal is responsible for the school environment, of which, food service is an integral part. The manager is responsible for the entire operation of food services in the assigned school in cooperation with the principal and the Manager of Food Service. The manager must serve lunch and/or breakfast in accordance with the schedule set by the principal. The manager shall also establish and maintain a good relationship with the staff. The manager's attendance at important staff meetings is encouraged.

VI. Equipment Maintenance and Site Maintenance

- Inventory – It is the manager's responsibility to keep an up to date equipment inventory on file. This provides a record to keep track of losses due to carelessness, damage or theft. It is the employee's responsibility to report any damages or loss to the manager.
- Work Orders – It is the manager's responsibility to notify the school secretary if a work order is needed. The secretary will put in the order for you. This includes any information services work orders needed. Obtain a copy of the work order from the secretary and keep it on-file.
- Pest Control – It is everyone's responsibility to follow best, clean practices that will ensure a lack of "pests". However, if they do occur, it is the manager's responsibility to notify custodial services as soon as the problem is noticed. With the exception of sticky boards for mice, do not try to treat the problem yourself. Custodial Services knows the proper chemicals to use in a food service area.
- Cleanliness & Sanitation – It is everyone's responsibility to keep the kitchens, serving areas, and equipment clean and sanitized at all times. Your customer's health depends on this. During regular inspections by the Health department, the manager will walk with the inspector and take care of any problems he may find.
- Fire Prevention - It is everyone's responsibility to practice fire safety. All kitchen personnel will participate in all fire and lock-down drills. It is the manager's responsibility to show the employees where the fire extinguishers are located. The manager should check the charge on all fire extinguishers in the kitchen monthly and follow York County SOP for fire control.
- Preventative Maintenance – It is the manager's responsible to make sure all equipment is used in

the proper manner and kept in good working order. This includes making sure all knives are kept sharpened and other cutting blades are sharpened as needed. This also applies to the use of lubricant for equipment. Any piece of equipment that comes in contact with food should be lubricated with food grade lubricant that can be ordered from Sysco.

VII. Nutritional Guidelines

- Offer vs Serve - Offer vs serve is the method we use to serve the students in York County Schools. This means we must offer the five components of the meal everyday: 2 oz. protein, vegetable, fruit, bread, and milk. The student may chose to take all five of the components, four of the components or only three of the components to make a reimbursable meal. It is the manager's responsibility to make sure the proper components and portions are prepared. It is the server's responsibility to serve the proper portion size.
- Meal Pattern – This refers to the components on the student's plate. The student may take the main dish, bread, two different fruits, or two different vegetables, or a vegetable and a fruit, plus milk. Again, they may take all five components, four or three. It is the cashier's responsibility to recognize the meal pattern and charge the student accordingly.
- Policy statements - Each school has a policy statement to deal with that school's policy for meal charges. The policy is different for each school. It is the manager's responsibility to know the policy statement and follow it. The policy statement also includes all aspects of meal prices, free & reduced program and how we administer our breakfast and lunch programs. It must be filed with the Va. State Department of Education.
- Student-Planned Menus – These are menus planned by the students. This can be done by class, by SCA, by Teen Living classes, etc. It is recommended the manager be involved in the process, if possible. It is a great way to get in a nutrition lesson and avoid duplicate menus. Student-planned menus should always be posted and announced prior to the day's service.
- Manager's Choice – This menu option is used to give the manager a chance to use up leftovers or use an over abundance of USDA items. It must meet the meal pattern and should be posted and announced prior to the day's service.
- Value-Meal Options – This is a meal option offered in the middle and high schools. It can not be sold ala carte. If a student wants two, they must buy two meals. That means the second meal must have at least three components. It is the cashier's responsibility to recognize this and charge accordingly.
- Prices - The York County Schools Board sets prices. It is the manager's responsibility to post the price list in a visible spot on the serving line. Prior to the start of the school year, the manager should check all prices loaded into the computer and change those prices that differ with the current list.
- Snacks - Snacks, pre-approved by the Manager of Food Service, are sold in school to increase revenues for food service. At the elementary and middle school level, the student must either bring a lunch from home or purchase a lunch at school. This does not include center of the plate items, which may be purchased regardless of any lunch the student has. At the principal's discretion, a high school student may purchase snack items without a lunch.

VIII. Additional Activities

- Team Nutrition - This is an optional program established by the USDA. The manager must obtain permission from the school's principal. This program simply requires the distribution of free nutritional information to students and their parents. The USDA supplies the information free of charge.
- NAC – Nutrition Advisory Councils – An optional program developed by the Child Nutrition Foundation to promote school food service. It is open to all grade levels. The participating schools have the option of competing in the NAC of the Year Contest sponsored by the Child Nutrition Foundation and Schwan's Foodservice.
- Banquets and Luncheons – Occasionally these meals will be requested by the administration. A catering booklet written by the food service department is available for prices and selections. Prices

should follow the catering guidelines listed in the booklet. A written invoice and copies of all receipts should be given to the group sponsoring the event. A copy should be kept with the monthly bills for that school and the monies received should be entered under Other Sales in the computer. The Manager of Food Service should be notified by email when the invoice is paid.

- Premium Time – This is the labor cost involved in working banquets, etc that goes beyond regular working hours. It is the employee's regular salary plus \$2.50. This should be added to the invoice.
- Promotions - Promotions are a marketing tool to enhance school foodservice. It is the manager's responsibility to plan the promotion. Employees can and should participate. It is everyone's job to do those activities that increase participation. Increased participation leads to increased revenue, which allows the Food Service department to increase salaries, purchase equipment, and provide other services to the employees.
- ASFSA – American School Foodservice Association. This is the recognized professional organization for food service workers. York County pays the manager's dues and attendance of meetings is counted as part of the contracted days of employment. Membership of other employees is optional, but encouraged, and dues are the responsibility of the employee.
- P.T.A. – Parent-Teacher-Association. Each school has this organization. It is highly recommended that each manager join at the beginning of the year. The PTA can be a valuable ally for the food service program. The cost is minimal, but the resulting goodwill is priceless.

IX. Procurement and Bidding

- Food – The specifications for the food products used by York County School Foodservice will be written by the Manager of Food Service. See York County School Division SOP for bidding and procurement. Managers will order food and supplies from only selected vendors identified by the County.
- Equipment – The specifications for the equipment used by York County School Food Service will be written by the Assistant Manager of Food Service. See York County School Division SOP for bidding and procurement. Equipment orders will be filled on the basis of need and available funds.

York County School Food Service Policies, Objectives, and Procedures

2002 – 2003

This document is a compilation of procedures, practices, and policies specific to York County School Food Service. Since the profession is changing and growing, it is a work in progress. As such, any reasonable, prudent practice for the good of the operation and its employees should be considered.

Appendix G - Tab G2

2003-2004 SCHOOL CALENDAR



S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

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23	24	25	26	27	28	29
30						

S	M	T	W	T	F	S
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21	22	23	24	25	26	27
28	29	30	31			

S	M	T	W	T	F	S
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						

S	M	T	W	T	F	S
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28	29	30	31			

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

LEGEND

- School Year Begins/Ends
- Holiday/Schools & Offices Closed
- Student Holiday
- Early Dismissal
- Report Cards Issued
- High School Semester Exams

INTERIM REPORT AND REPORT CARD DATES

Interim Reports

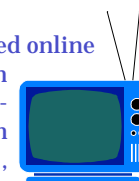
October 8, 2003
December 17, 2003
March 3, 2004
May 12, 2004

Report Cards

November 12, 2003
January 29, 2004
March 31, 2004
June 16, 2004

HOW WILL I KNOW IF SCHOOLS ARE CLOSED DUE TO THE WEATHER?

Closing announcements are posted online at <http://yorkcountyschools.org>, on cable television Channel 47, on local TV and radio stations and on The Daily Press 1-Line, 928-1111, category 7669.



GRADUATION

June 10, 2004

11:30 a.m.	York High School	HUCC*
3:00 p.m.	Grafton High School	HUCC*
7:00 p.m.	Tabb High School	HUCC*

June 11, 2004

3:00 p.m.	Bruton High School	BHS Aud
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*Hampton University Convocation Center

In the event of unanticipated school closings, identified holidays and teacher workdays may become student days.

Appendix G - Tab G3

York County School Food & Nutrition Service

2002 - 2003

Catering Services

Price List

Box lunches:

York County Food & Nutrition Services' box lunches provide a nutritious and quick meal for those meeting days and professional development days. The lunch consists of a sandwich with lettuce & tomato, a salad dish, a fruit, a dessert item, condiments, iced tea, or one can of soda, or bottled water, and napkin and cutlery. It comes in a hinged tray for your convenience.

Price: \$6.00

Meat Choices: Turkey & American or Swiss Cheese
Ham & American or Swiss Cheese
Roast beef & American or Swiss Cheese
Tuna Salad
Chicken Salad
Vegetarian Choice available upon request

Bread Choices: Croissant
White Bread
Wheat Bread
Kaiser Roll
Flavored "wrap" (tortilla)

Side Dishes: Choice of two:
Broccoli Salad
Potato Salad
Macaroni Salad
Pasta Salad
Cole Slaw
Tropical fruit salad
Potato Chips
Fresh Fruit

Dessert Choices: Peanut Butter Brownies
Assorted cookies
Cake
Pudding

Drinks: Canned Sodas – assorted flavors
Iced Tea, Bottled Water, Lemonade

Receptions: York County Food & Nutrition Services can provide a wide assortment of hors d'oeuvres and beverages for any type of reception you may require. Prices may vary with number served.

Cheese & Cracker Tray	Price: Small (10-15)	\$10.00
	Medium (15-25)	\$15.00
	Large (25– 40)	\$25.00

Cheeseball & crackers	Price: Small (10-20)	\$8.00
	Large (20-40)	\$15.00

Fruit Tray (seasonal)	Price: Small (10–15)	\$10.00
	Medium (15–25)	\$20.00
	Large (25 – 40)	\$30.00

Crudites	Price: Small (10-15)	\$10.00
	Medium (15-25)	\$20.00
	Large (25-40)	\$30.00

Honey or Buffalo Wings	Price: Small (10-15)	\$10.00
	Medium (15-25)	\$15.00
	Large (25 – 40)	\$30.00

Sweet & Sour Meatballs	Price: \$10.00
------------------------	----------------

Cream cheese based hors d'oeuvres	Price: \$.75 per piece
-----------------------------------	-------------------------

Smoked Salmon	Market Price
---------------	--------------

Shrimp w/ cocktail sauce	Price: Small (10-15)	\$15.00
	Medium(15-25)	\$20.00
	Large(25-40)	\$36.00

Tea Sandwich Tray (includes ham biscuits)	Price: Small (10-15)	\$10.00
	Medium (15-25)	\$15.00
	Large (25-40)	\$25.00

Banquets:

York County Food & Nutrition Services can provide an elegant banquet for your needs served plated or buffet style. Priced according to category. Price listed is a per plate cost. Buffet style is higher, depending on the category and number of people to be served.

Category 1:	Price: \$6.00
-------------	---------------

Choice of one:	Spaghetti Lasagna
----------------	----------------------

Choice of one:	Green Beans Broccoli Spears Tossed Salad w/ choice of two dressings
----------------	---

Dinner Rolls or bread sticks w/ butter
--

Choice of one:	Frosted Cake Fruit Cobbler or crisp Cookies Peanut Butter Brownies
----------------	---

Coffee, Tea, or Milk

Category 2: Price: \$7.00

Choice of one: Fried Chicken
Baked Chicken
Pork BBQ on Bun

Choice of two: Mashed Potatoes
Baked Potato w/ Sour cream
Rice Pilaf
Green Beans
Broccoli Spears
Green Beans
Glazed Carrots
Cole Slaw

Choice of one: Chilled Fruit Cup
Tossed Salad w/ choice of two dressings

Dinner rolls w/ butter

Choice of one: Frosted Cake
Carrot Cake
Fruit Cobbler or Crisp
Peanut Butter Brownies
Cheesecake (add \$.50 /person)

Coffee, Tea, or milk

Category 3: Price: \$7.50

Choice of one: Beef Stroganoff
Beef Tips w/ peppers & onions
Beef Stew
Sweet & Sour Chicken
Chicken Tetrazzini
Chicken Divan

Choice of Two: Green Beans
Broccoli Spears
Glazed Carrots
Buttered Noodles
Seasoned Rice

Choice of one: Chilled Fruit Cup
Tossed Salad w/ choice of two dressings

Dinner rolls or Biscuits w/ butter

Choice of one: Frosted Cake
 Carrot cake
 Fruit Cobbler or Crisp
 Peanut Butter Brownies
 Cheesecake (add \$.50 / person)

Coffee, Tea, or Milk

Category 4: Price: \$8.00

Choice of One: Roast Beef au Jus
 Sliced Turkey w/ Dressing & gravy
 Chicken Cordon Bleu
 Smothered Chicken w/ mushrooms
 Baked Ham w/ Dijon Mustard Sauce

Choice of two: Scalloped Potatoes
 Mashed Potatoes
 Baked Potato w/ sour cream
 Sweet Potatoes
 Rice Pilaf
 Green Beans Almondine
 Broccoli Spears
 California Blend medley
 Green Peas
 Glazed Carrots

Choice of one: Chilled Fruit Cup
 Tossed salad w/ choice of two dressings

Dinner rolls w/ butter

Choice of one: Frosted Cake
 Carrot Cake
 Fruit Cobbler or Crisp
 Peanut Butter Brownies
 Cheesecake (add \$.50/person)

Coffee, tea, or milk

Breakfast Buffets

York County Food & Nutrition Services can provide a nutritious start for your meeting or professional development.

Breakfast 1:	Sweet roll or danish, coffee, juice	\$1.60
Breakfast 2:	Sweet roll & Coffee	\$1.30
Breakfast 3:	Sausage or ham biscuit or quiche W/ juice, coffee	\$2.00
Breakfast 4:	Bagel w/ cream cheese, juice W/ coffee	\$1.30 \$1.60
Breakfast 5:	Breakfast Parfait with assorted muffins W/ juice, coffee	\$2.50
	Fresh Fruit w/ any breakfast	add \$.30 /person

Refreshments

Coffee Service includes, cups, napkins, non-dairy creamer, sugar, sugar substitute, and spoons, in addition to the hot coffee. Regular and decaf are available.

36 cup pot:	\$6.00
55 cup pot:	\$10.00
100 cup pot:	\$15.00

Tea Service includes set-ups as above plus lemon. Prices same as coffee set-ups.
If included with a coffee set-up. \$3.00.

Sodas: \$.50 each

Bottled Water: \$.50 each

Assorted Juices: \$.30 each

Chips: \$.50 per bag

Doughnuts: \$5.00 per dozen

Cookies: Gourmet: (includes macadamia nut and scrumpton)
2 dozen \$15.00 or \$.75 each
Regular: (includes sugar, chocolate chip, and peanut butter)
2 dozen \$12.00 or \$.25 each
Peanut butter Brownies \$20.00 per pan

Cake, No frosting	\$15.00
Cake, Frosting	\$20.00
Cake, Simply Decorated	\$25.00
Punch: 25 servings	\$6.00
Soda & Cookies:	\$.75

Description of Services

1. Use of School Facilities: Resident citizens or organizations of York County may use school facilities upon approval by the principal of the facility desired, or where applicable, upon approval of the school board. The group or organization shall be responsible for all damage or loss to property and equipment. A facility use form must be on file.
2. Arrangements for catered services may be made through the individual food & nutrition managers or by calling the Manager of Food Service and Nutrition, Estelle Campbell 898-0485.
3. Pot Luck or Covered Dish Dinners: When an organization brings prepared foods in serving dishes ready for guests to serve themselves, the York County Food & Nutrition Services assumes no responsibility for quality, sanitation and/or wholesomeness of the items. Serving utensils and containers are the total responsibility of the individual in the contracting organization. If food service equipment such as ovens, warmers, serving lines, etc. is needed by the organization, a member from that school's child nutrition staff must be on duty. Food & Nutrition Services requires at least a ten (10) day notice prior to the function to schedule a worker. The hourly worker will be paid their current hourly wage plus \$2.50 premium wage.
4. Catered Meals: Organizations may request Food & Nutrition Service to prepare and serve meals. Special functions of this nature are called catered meals. A variety of menus and options have been developed to meet your needs. If a customized menu is required, contact Food & Nutrition Services. Arrangements for catered meals should be made at least two weeks in advance. The sponsoring organization should provide the manager with a guaranteed number of meals at least five working days prior to the event. Last minute requests will be accommodated if at all possible; however, any related cost will be added to the total charges.
5. The use of china, stemware, and cloth napkins will require rental by the party requesting service.
6. Price quotes in this brochure are effective through June 30, 2003. After that date, prices are subject to change.
7. Orders/ Questions: Call Estelle Campbell, Manager of Food Services @ 898-0485.

Service Request Form

Date of Request: _____

Event: _____

Date: _____

Place: _____

Time: _____

Contact Person: _____

Phone: _____

Type of service: _____

Category: _____

Number of People: _____

Special Requests: _____

Fax to: Estelle Campbell
(757) 890-2519

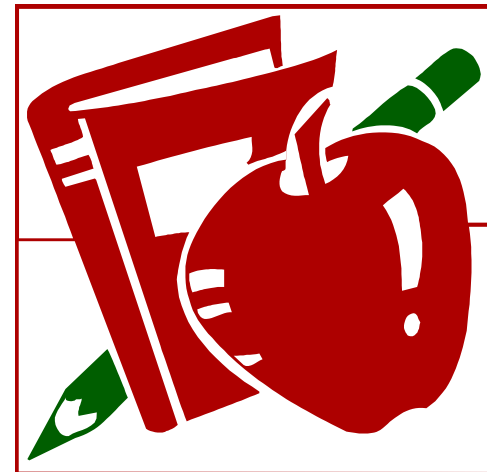
Appendix G - Tab G4

The York County School Division
302 Dare Road
Yorktown, Va. 23692



The York County School Division

At A Glance...



A Newcomers Guide



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Other Numbers

Public Information	898-0492
School Board Office	898-0300

Adult Education	833-2259
Business Partners	833-2213
EXTEND (Gifted Education)	898-0464
Facilities	898-0481
Family Life Education	898-0469
Finance	898-0303
Food Services	898-0485
Governor's School	766-0000
Home Schooling	898-0308
Human Resources	898-0392
Vocational Education	898-0469
School/Community Relations	898-0391
Special Education	898-0308
Testing	898-0467
Transportation	898-0344
Volunteers	833-2213

On the Internet

Visit York County Schools on the Internet at:

<http://yorkcountyschools.org>



Schools

Bethel Manor Elementary
867-7439

Bruton High School
220-4050

Coventry Elementary
898-0403

Dare Elementary
898-0324

Grafton Bethel Elementary
898-0350

Grafton High
898-0530

Grafton Middle
898-0525

Magruder Elementary
220-4067

Mt. Vernon Elementary
898-0480

Queens Lake Middle
220-4080

Seaford Elementary
898-0352

Tabb Elementary
898-0372

Tabb Middle
898-0320

Tabb High
867-7400

Waller Mill Elementary Fine Arts Magnet
220-4060

Yorktown Elem. Math, Science & Technology Magnet
898-0358

York High
898-0354

York River Academy
898-0516

Yorktown Middle
898-0360

1797 First Street
Langley AFB, VA 23665

185 E. Rochambeau Drive
Williamsburg, VA 23188

200 Owen Davis Blvd.
Yorktown, VA 23693

300 Dare Road
Yorktown, VA 23692

410 Lakeside Drive
Yorktown, VA 23692

403 Grafton Drive
Yorktown, VA 23692

405 Grafton Drive
Yorktown, VA 23692

700 Penniman Road
Williamsburg, VA 23185

310 Mt. Vernon Drive
Yorktown, VA 23693

124 West Queens Drive
Williamsburg, VA 23185

1105 Seaford Road
Seaford, VA 23696

3711 Big Bethel Road
Yorktown, VA 23693

300 Yorktown Road
Yorktown, VA 23693

4431 Big Bethel Road
Yorktown, VA 23693

314 Waller Mill Road
Williamsburg, VA 23185

131 Siege Lane
Yorktown, VA 23692

9300 Wash. Mem. Hwy.
Yorktown, VA 23692

9300 Wash. Mem. Hwy.
Yorktown, Va. 23692

11201 Wash. Mem. Hwy.
Yorktown, VA 23692



Welcome!

York County is located in the Atlantic Coast's "urban crescent" on the beautiful Virginia peninsula. Situated midway between Richmond and Virginia Beach, the county's 56,297 residents help comprise the nation's 27th largest metropolitan area, commonly referred to as Hampton Roads.

The area is fortunate to have an expanding commercial and industrial base, while also enjoying affordable and plentiful housing and a moderate cost of living. As members of the dynamic Hampton Roads community, York County citizens have at their fingertips a wide variety of personal, professional and leisure opportunities.

A Money Magazine selection as one of the "Top 100" school divisions in towns you can afford, the York County School Division has a long history of excellence in the Commonwealth of Virginia. Students, staff and parents all work toward continued excellence in York County — we truly are a "Community of Learners...in a Great Community".





Facts & Figures

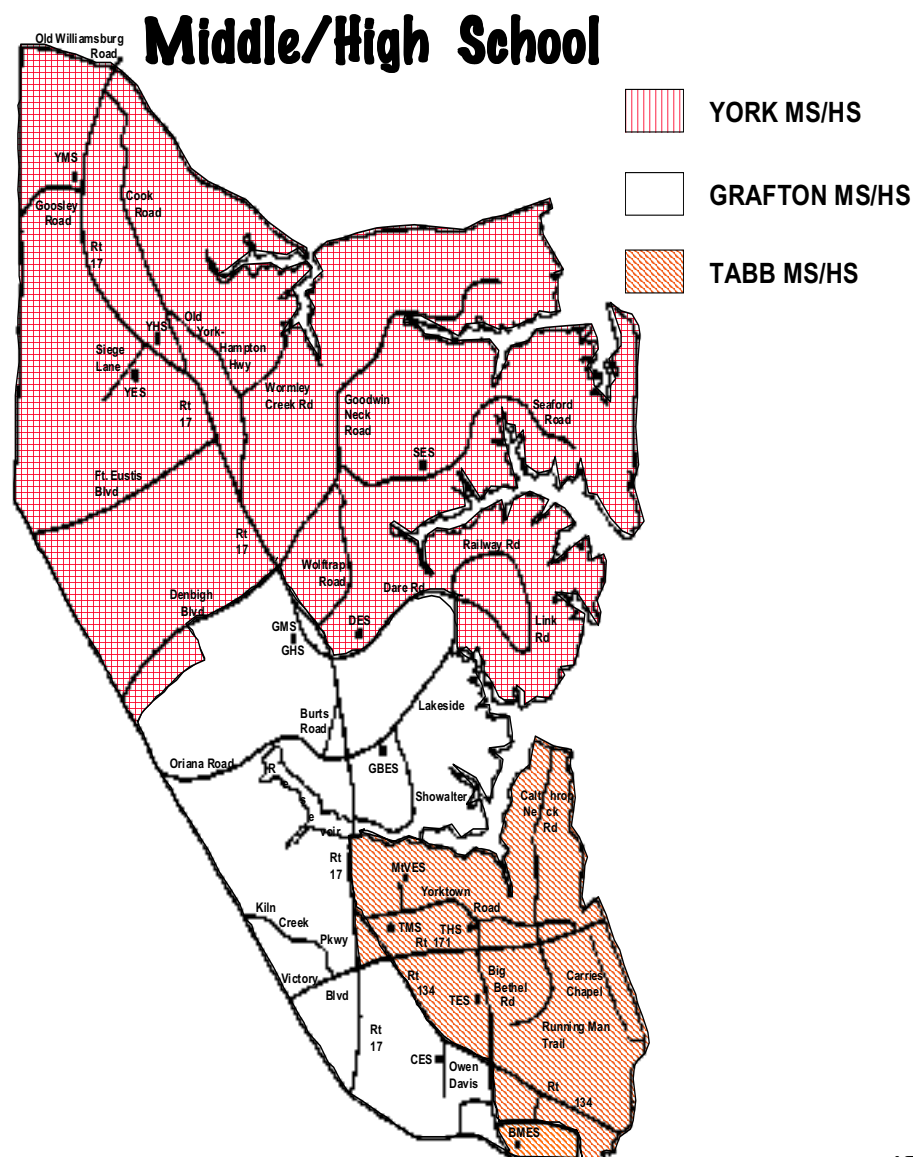
York County	
Population	56,297
Area	105.5 sq. miles
Schools	
Elementary	10
Middle	4
High	4
Charter	1
Enrollment (June 2003)	
Elementary	5,242
Middle	3,096
High	3,867
Employees	
Teachers	950
Staff	900

Attendance Requirements

In accordance with Virginia state law, students must be regular and punctual in attendance. The only legitimate reasons for absence should be illness, death in the immediate family, doctor or dental appointments not possible to be scheduled on non-school time, or exceptional circumstances as determined by the building principal. Parents are encouraged to notify the school when a student will be absent or tardy. Fifteen days of consecutive absence will result in the withdrawal of the student from the attendance roll, in accordance with state regulations.



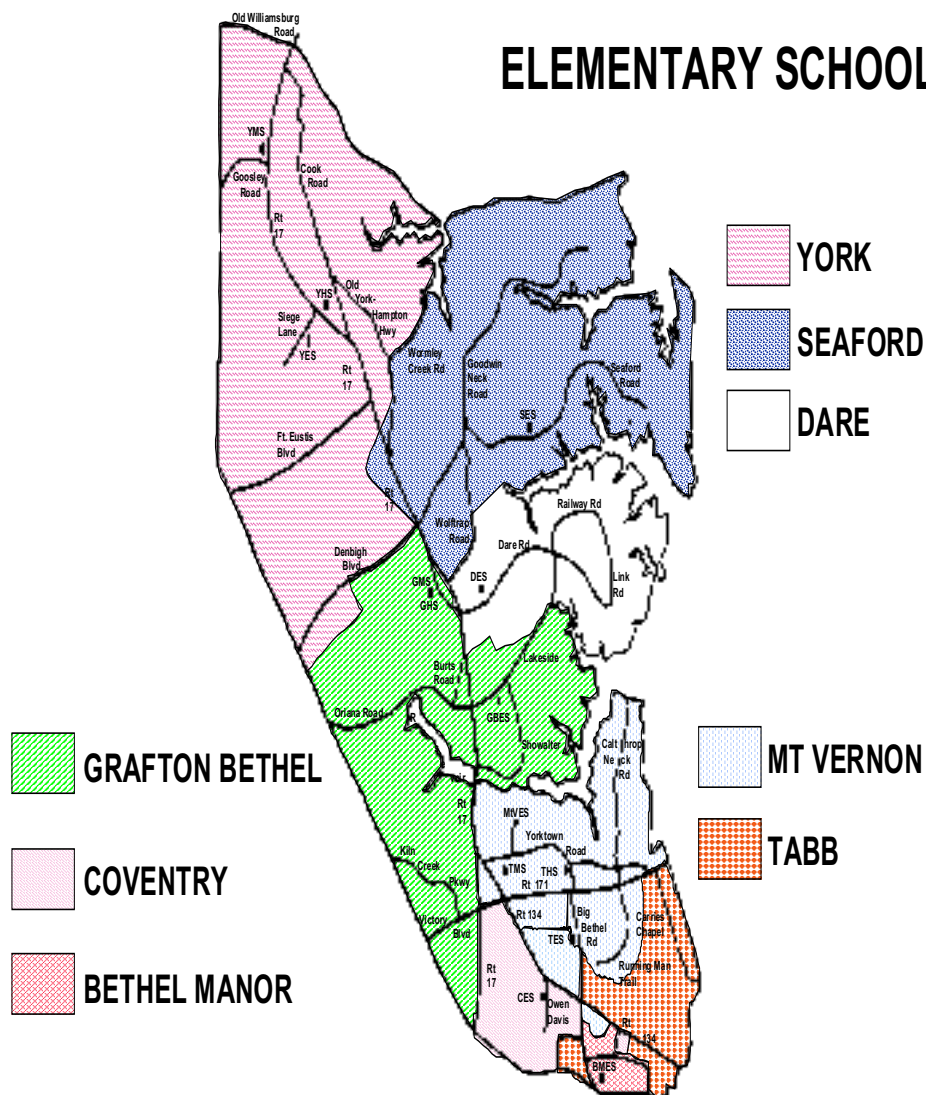
Zoning





Zoning

ELEMENTARY SCHOOL



Facts & Figures

- Each year Division seniors earn millions of dollars in scholarship awards.
- Community volunteers contribute in excess of 50,000 hours each year to support our schools.
- Nearly 6,000 middle and high school students participate in vocational education programs during the school year.
- An average of over 50 percent of 12th graders graduate with an Advanced Studies Diploma.
- The School Division annually receives millions of dollars in corporate and competitive grant funding to support and enhance instructional programs.
- Over 125 community businesses participate in partnerships with division schools.

Community Resources

Child Development Resources	566-3300
Family Services Center	890-3891
Head Start	890-3888
New Horizons Regional Ed. Center	766-1100
Va. Department of Education.....	(804) 225-2073
Williamsburg/James City Library	220-9216
York County Department of Social Services	890-3787
York County Library	890-3376
York County Parks & Recreation	890-3500
York County Public Information	890-3300



Enrollment

Students who are new to the York County School Division must present the following information to school personnel to enroll:

1. Birth Certificate
2. Child's Social Security Card
3. Proof of Address (current utility bill, lease, etc.)
4. Documentation of Immunization
5. Documentation of a Recent Physical (within 1 yr. of entry)
6. Student's Most Recent Report Card

A School Entrance Physical and Immunization Certificate may be obtained from any York County public school, the York County Health Department, family practice medical office, military medical clinic or the YCSD web site. The comprehensive physical may be conducted by either a public or private health office and must be dated within one year of school entry. A comprehensive physical must include a urinalysis and either a) a screening for iron-deficiency anemia, or b) hemoglobin, or c) hematocrit. The physical must be dated within one year of school entry and documented proof of the following immunizations is required:

- 3 doses of DPT (one of the 3 DPT doses must have been administered after the fourth birthday)
- 3 doses of polio OPV or 3 polio EIPV (one of the 3 doses administered after the fourth birthday)
- 2 doses Measles/Rubeola vaccine (second dose prior to entering kindergarten or 1st grade)
- 1 dose Rubella vaccine (received at 12 months or older)
- 1 dose Mumps vaccine (received at 12 months or older)
- 3 doses of Hepatitis B (required of all children born on and after January 1, 1994; as of July 1, 2001, all children are required to have received 3 doses prior to entering the 6th grade)
- 1 dose of Chickenpox vaccine (required of all susceptible children at 12 months of age or older.



Fees

Upon enrollment in a York County School Division school, parents are required to pay certain fees, as detailed below. Questions about fees should be directed to the school in which a child is enrolled.

GENERAL USER FEES (User fees are a part of the general revenue for schools and are not designated for specific items.)

Early Childhood Special Education-All Students	\$27.00
Grades K-5-All Students	\$27.00
Middle School-All Students	\$32.00
High School-All Students	\$37.00

ART COURSE

Full Year (\$10.00), Semester (\$5.00)-No Refund
Nine Weeks (\$3.75), Middle School ONLY-No Refund

BAND UNIFORM

High School (\$15.00)-No Refund

COMPUTER COURSES

Full Year (\$10.00), Semester (\$5.00) High School-No Refund
Nine Weeks (\$3.75), Middle School ONLY-No Refund

DRAMA COURSES

Middle School ONLY-Full Year (\$10.00), Semester (\$5.00),
Nine Weeks (\$3.75) - No Refund

INSTRUMENT RENTAL

(ALL LEVELS) \$25.00 Per Year- No Refund
(NOTE: Middle School Only-To be paid AFTER instructions from Band Director)

PARKING

High School-Full Year (\$100), Semester (\$50)-No Refund

CAREER/TECHNICAL EDUCATION

Full Year (\$10.00), Semester (\$5.00)-No Refund
Nine Weeks (\$3.75), Middle School ONLY-No Refund

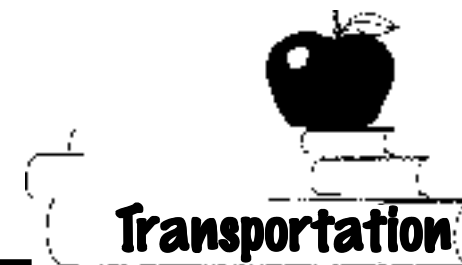


The Standards for Accrediting Schools in Virginia, adopted by the Virginia Board of Education, establish high school graduation requirements. Students who earn the 21-credit diploma with an average grade of “B” or better will receive a Board of Education Seal on the diploma. Students who earn the 23-credit diploma with a grade average of “B” or better and successfully complete one advanced placement (AP) course or one college-level course for credit will receive a Governor's Seal on the diploma.

Diploma (Beginning with class of 2002)

	22-Credit/ Standard	24-Credit Advanced Studies
English	4	4
Social Studies	4	4
Mathematics	3	4
Laboratory Science	3	4
Math or Science	—	—
Health & P.E.	2	2
Foreign Language	—	3**
Fine Arts or Practical Arts	1	1
Electives (Vocational, Fine Arts, Academic)	5	2

** Three years of one language or two years each of two languages.



Students who attend the York County School Division and who live outside of walking zones are provided free transportation to and from school. The Transportation Department determines bus routes, bus and driver assignments, bus stops and pick-up times. This information is mailed to every new student prior to the beginning of a school year. For more information, call 898-0344.

School Hours

BMES, CES, DES, GBES, MVES, TES	8:45 a.m.-3:05 p.m.
SES, YES, WMES	9 a.m.-3:20 p.m.
MES	8:30 a.m.-2:50 p.m.
QLMS, GMS, TMS	8 a.m.-2:21 p.m.
YMS	8:10 a.m.-2:31 p.m.
High Schools	7:20a.m.-1:41 p.m.

School Zones

York County is divided into four enrollment zones: Tabb, Grafton, York & Bruton. The location of a student's permanent residence determines the school he/she will attend. (Please see pages 16 & 17 for general zoning maps.) For more information on identifying your student's attendance zone, please call the School Board Office at 898-0300 or visit the division's website, <http://yorkcountyschools.org>



Food Services

The York County Food Services department strives to provide nutritious and delicious meals every day of the school year. Whole, low-fat and skim milk are served daily and no items on the breakfast or lunch menu are deep fried. Published menus are subject to change.

Prices:

Elementary Lunch:	\$1.55
Reduced Lunch:	\$.40
Middle/High Lunch:	\$1.65
Adult Lunch:	\$2.15
Elementary Breakfast:	\$.75
Middle Breakfast:	\$.95
Adult Breakfast:	\$1.05

Applications for free and reduced-price meals are distributed to parents at the beginning of the school year. Applications also may be requested at any time from any school.

Before & After School Child Care

For information about a before and after school child care program offered in division elementary schools, call Medallion School Partnerships at 595-8702.



Stanford 9

The Stanford 9 tests measure students against a national group on broad objectives in reading, language and math. Scores are reported in percentile ranks; the average is the 50th percentile.

2000

Grade	Reading	Va.	Math	Va.	Lang.	Va.	P.Tot.	Va.
4	67	53	72	60	71	60	70	57
6	68	59	78	65	61	55	71	61
9	68	60	65	55	59	51	64	57

Reading

Since reading is the primary building block for future educational success, YCSD has adopted a reading model that presents a balanced approach to reading instruction. Word study (phonics, spelling & vocabulary), reading comprehension and writing are the primary components of the reading curriculum.

The division is focused on attaining the School Board's goal of 90 percent of third grade students reading on or above grade level by June 2003. As of June 2001, the division met the board's goal of 75 percent of third grade students reading on or above grade level -- well above the state and national average.



Standards of Learning

The Standards of Learning (SOL) were adopted by the Commonwealth of Virginia in 1995 to emphasize the importance of instruction in four core subjects -- English, mathematics, science and history. Students in grades 3, 5 & 8, plus students taking classes for verified credits, take SOL exams in the spring. The school division's most recent, school-by-school scores are available on our web site (<http://yorkcountyschools.org>) or by calling (757) 898-0492.

Scholastic Achievement Test (SAT)

Scholastic Achievement Test (SAT) results are based on the scores of seniors who take the test in the spring of their senior year. The SAT is used by universities in their admission decisions.

2001 Division Results

Report	# Students	Verbal	Math	Total
National		506	514	1020
Virginia		510	501	1011
YCSD	594	526	513	1039
Bruton HS	80	545	514	1059
Grafton HS	225	529	522	1051
Tabb HS	171	519	506	1025
York HS	118	517	504	1021



Elementary School

Elementary students, K-5, have an extensive program in language arts, mathematics, science and social studies that is enriched with media centers and technology. Elementary students also study health, safety, music, art and physical education. Emphasis is placed on active, hands-on learning experiences. A media center supports the instructional program in each school.

Middle School

The middle school curriculum emphasizes and reinforces basic skills in language arts, mathematics, science and social studies. Course offerings are expanded at the middle school level to include instrumental and choral music, art, health, physical education, industrial technology, foreign languages and keyboarding. An intramural program provides athletic activities.

High School

The high school curriculum not only challenges students who go on to college, but also provides job-ready skills to those who enter the work force after graduation. A wide choice of educational experiences, enriched with media centers and technology, are offered in English, fine arts, foreign language, health, mathematics, office occupations, physical education, science, social studies and career technology education. For the academically talented, all high schools offer honors and Advanced Placement courses.



Other Programs

EXTEND

The EXTEND Program serves students in grades 3-12 who are identified as gifted in general intellectual ability. Multiple criteria are used by a committee to identify the top 5 to 7 percent of the student population, including: ability measures; standardized test scores; grades; teacher assessments; and parent questionnaires. Potentially gifted students in grades K-2 are invited to participate in the Primary Enrichment Program (PEP) at their home school. Students in grades 3-5 attend the EXTEND Center (located on the York High School campus) one full day per week. Gifted students in grades 6-7 attend the Center one full day every other week. For high school students, accelerated programs and Advanced Placement courses are available in each high school.

Fine Arts Magnet (Elementary)

The Fine Arts Magnet School at Waller Mill Elementary provides students in grades 1-5 with enriched instruction in choral/exploratory instrumental music, drama, visual arts and dance. Young artists work together to prepare performances and create exhibitions that display their appreciation of the arts, develop critical thinking and problem-solving skills and enhance self-esteem. Excellence in the arts is both a natural extension of the academic program and an integral part of the CORE curriculum. For information about the application process, call 220-4060.



Other Programs

Special Education

Special Education and related services are provided at no cost to identified disabled students ages 2-21. Services also are available at each school for the diagnosis and remediation of learning difficulties. Contact the school principal or the Director of Student Services (898-0307) for information and referral procedures.

School of the Arts

The York County School of the Arts (SOA) provides students an educational opportunity in the fine arts (literary and theatre) comparable to that provided to students in the sciences at the New Horizons Science and Technology Magnet School. Located at Bruton High School, students in grades 9-12 may apply to participate in the program. For more information, call 220-4095.

International Baccalaureate

The York County School Division has established an International Baccalaureate (IB) program. This internationally recognized magnet program is housed at York High School. Students enrolling in IB make York High their home school. For more information, contact Danny Forrest, Program Coordinator, at 898-0369.

RFP 1343 APPENDIX H

POQUOSON CITY PUBLIC SCHOOLS

Poquoson City Public School Division's Food Service Statistical Profile

School Support Services

1. Poquoson City Public Schools
500 City Hall Avenue
Poquoson, Virginia 23662
Telephone: # 757-868-3055
2. Superintendent: Dr. Jonathan Lewis, Ed.D
Assistant Superintendent of Instruction: Dr. Marilyn Barr, Ed.D
Executive Director of Business and Finance: Ms. Janet A. Brown

Appendix H – Worksheet #1

Average membership per school for the last 3 years.

	2000/2001	2001/2002	2002/2003
Poquoson Primary	440	449	451
Poquoson Elementary	549	574	573
Poquoson Middle	631	624	635
Poquoson High	830	841	847

Appendix H - Worksheet #2

Staff census per school campus for 2002/2003

Totals	Position	SBO	PPS	PES	PMS	PHS
9	School Administrators	6	2	2	2	3
1	Psychologist		.25	.25	.25	.25
1	Social Worker		.25	.25	.25	.25
150	Classroom Teachers		26	32	38	54
20	Special Ed Teachers		6	4	5	5
2	Title I Teachers			1	1	
7	Guidance Counselors		1	1	2	3
4	Librarians		1	1	1	1
2	Speech Therapist		.75	.75	.25	.25
17	Secretaries	4	2	2	4	5
1	Budget Analyst	1				
1	Payroll Clerk	1				
4	Nurses		1	1	1	1
38	Para-educators		15	14	6	3
3	Transportation Assts.	3				
19	Bus Drivers	19				
22	Cafeteria Workers		4	4	5	9
4	Custodial		1	1	1	1
4	Maintenance	4				
6	Computer Specialists	2	1	1	1	1
322		42	62	65	67	86

Appendix H - Worksheet #3

Food Service staff roster with pay rates - 2002/2003

Job Title	Hours/per day	Days/per year	Daily Rate	Annual Wage
Supervisor	7	220	104.73	\$23,040.00
Manager/PPS	6.5	190	64.97	\$12,344.30
Manager/PES	6.5	190	54.35	\$10,326.50
Manager/PMS	6.5	190	74.14	\$14,086.60
Manager/PHS	6.5	190	54.35	\$10,326.50
Secretary	4	150	52.77	\$7,915.50

Job Title	Hours/per day	Days/per year	Hourly Rate	Annual Wage
Full time worker	5.5	168	\$10.55	\$9,748.20
Full time worker	5.5	173	10.38	\$9,876.57

PART TIME WORKERS

Job Title	Hours/per day	Days/per year	Hourly Rate	Annual Wage
Worker	3.5	174	5.72	\$3,483.48
Worker	3.5	174	6.55	\$3,988.95
Worker	3.5	169	5.72	\$3,383.38
Worker	3.5	169	6.55	\$3,874.33
Worker	3.5	174	9.03	\$5,499.27
Worker	3.5	174	5.72	\$3,483.48
Worker	4.5	174	7.68	\$6,013.44
Worker	2.5	174	5.50	\$2,392.50
Worker	4	174	5.72	\$3,981.12
Worker	3	169	5.98	\$3,031.86
Worker	3.5	174	7.18	\$4,372.62
Worker	3.5	174	7.18	\$4,372.62
Worker	3.5	174	5.98	\$3,641.82
Worker	2	174	5.72	\$1,990.56

1 hourly worker at PPS
 4 hourly workers at PES
 4 hourly workers at PMS
 4 hourly workers at PHS
 1 hourly "floater"

Appendix H - Worksheet #4

Employee Benefits Summary and Cost Data for FY 03

Offered to all full time employees.

Virginia Retirement System full retirement benefits

Group Life Insurance policy

Section 125 Flexible Benefits Plan

Direct Deposit

Sick leave bank

Unified Sick Leave

Employee can choose ONE of the following as an employee paid benefit:

Health Insurance (80% paid)

Dental Insurance (100% paid)

Or a Disability Policy (100% paid)

Appendix H - Worksheet #5**FY 02 and FY 03 SNP Monthly Reimbursement Reports**

Month/Year	Section 4 Funds	Section 11 Funds	Total Reimbursement
June, 2003	813.40	1027.92	1841.32
May, 2003	2777.60	3529.84	6307.44
April, 2003	2348.80	3082.28	5431.08
March, 2003	2877.20	3676.42	6553.62
February, 2003	2695.00	3284.00	5979.00
January, 2003	1987.20	2408.70	4395.90
December, 2002	2036.40	2398.54	4434.94
November, 2002	2353.00	2764.68	5117.68
October, 2002	2815.40	3349.70	6165.10
September, 2002	2751.00	2853.82	5604.82

Month/Year	Section 4 Funds	Section 11 Funds	Total Reimbursement
June, 2002	857.20	1018.40	1875.60
May, 2002	3030.20	3573.57	6603.77
April, 2002	2487.60	2898.79	5386.39
March, 2002	2799.00	3391.70	6190.70
February, 2002	2821.60	3396.28	6217.88
January, 2002	2259.20	2739.15	4998.35
December, 2001	1985.60	2110.84	4096.44
November, 2001	2576.20	2774.98	5351.18
October, 2001	3224.20	3770.96	6995.16
September, 2001	2635.20	2761.20	5396.40

Originals will be mailed upon request.

Appendix H - Worksheet #6

Expenditures and Revenue Summaries for FY 01, 02, and 03

REVENUE SUMMARIES			
	Actual	Actual	Actual
	2001	2002	2003
Federal Reimbursement	\$ 47,749.39	\$ 53,310.34	\$ 51,865.18
Interest Income	\$ 218.63	\$ 91.39	\$ 46.78
Lunch - Elementary	\$ 69,478.46	\$ 62,271.98	\$ 67,341.43
Lunch - High	\$ 108,194.18	\$ 101,005.36	\$ 103,126.78
Lunch - Middle	\$ 72,886.84	\$ 76,003.38	\$ 59,451.41
Lunch - Primary	\$ 47,762.58	\$ 48,556.39	\$ 52,077.10
Rebates	\$ 3,092.56	\$ -	\$ 18.00
State Funds	\$ 7,409.49	\$ 7,089.72	\$ 7,207.72
PES Other Income	\$ 158.50	\$ 222.35	\$ 2,437.55
PHS Other Income	\$ 15,840.50	\$ 18,565.83	\$ 18,955.06
PPS Other Income	\$ 418.46	\$ 1,175.15	\$ 666.47
PMS Other Income	\$ 2,068.64	\$ 418.10	\$ 1,247.36
Total Revenues	\$ 375,278.23	\$ 368,709.99	\$ 364,440.84
Checkbook Balance at year end	\$ 28,824.15	\$ 8,706.53	\$ 19,812.13
EXPENDITURE SUMMARIES			
	Actual	Actual	Actual
	2001	2002	2003
Employee Training	\$ 74.00	\$ 46.00	\$ -
Equipment	\$ 235.00	\$ -	\$ -
Government Commodities	\$ 2,886.36	\$ 3,046.44	\$ 4,574.34
Dairy Expense	\$ 27,781.27	\$ 26,926.00	\$ 28,831.95
Payroll	\$ 152,763.86	\$ 162,087.23	\$ 147,931.83
Benefits	\$ 15,915.25	\$ 15,184.95	\$ 10,665.10
Office Expenses	\$ 630.00	\$ 613.53	\$ 667.59
Other Expenses	\$ 2,450.83	\$ 1,989.60	\$ 2,157.31
Repairs	\$ 3,283.53	\$ 5,042.01	\$ 8,204.16
PPS Food Supplies	\$ 20,502.16	\$ 19,354.54	\$ 18,739.45
PES Food Supplies	\$ 42,532.50	\$ 43,592.87	\$ 38,297.46
PMS Food Supplies	\$ 46,366.14	\$ 44,205.16	\$ 33,332.77
PHS Food Supplies	\$ 66,082.36	\$ 61,588.38	\$ 59,733.28
PS Petty Cash	\$ 112.35	\$ 125.83	\$ 50.00
PES Petty Cash	\$ 110.64	\$ 42.42	\$ 50.00
PMS Petty Cash	\$ 71.44	\$ 28.32	\$ 50.00
PHS Petty Cash	\$ 74.65	\$ 82.77	\$ 50.00
Total Expenditures	\$ 381,872.34	\$ 383,956.05	\$ 353,335.24

Appendix H - Worksheet #7

Financial Statements for FY 01 and FY 02

June 30, 2001 -	Assets:	
	Cash	\$ 23,952
	Inventory	<u>\$ 4,469</u>
	Equity & Other Credits:	
	Fund Balances:	
	Reserved for inventory	\$ 4,469
	Unreserved & undesignated	<u>\$ 23,952</u>
Revenue:		
	Revenue from use of money & property	\$ 219
	Charges for services	\$308,106
	Intergovernmental:	
	Commonwealth of Virginia	\$ 7,409
	Federal Government	\$ 32,309
	Miscellaneous	<u>\$ 14,580</u>
	Total Revenue	\$362,623
Expenditure:		
	Current: Education	\$418,652
	Capital Outlays	0
	Debt Service	0
	VRS early retirement pension liability	0
	Total Expenditures	\$418,652
Deficiency of revenue over expenditures:		(\$ 56,029)
Operating transfers in-general fund		\$ 47,749
Excess (deficiency) of revenue and other financing Sources over expenditures and other financing uses.		(\$ 8,280)
Fund Balances – July 1, 2000		\$ 36,701
Fund Balances – June 30, 2001		\$ 28,421

Appendix H - Worksheet #7

Financial Statements for FY 01 and FY 02

June 30, 2002 -	Assets:	
	Cash	\$ 8,707
	Inventory	<u>\$ 2,854</u>
	Equity & Other Credits:	
	Fund Balances:	
	Reserved for inventory	\$ 2,854
	Unreserved & undesignated	<u>\$ 8,707</u>
Revenue:		
	Revenue from use of money & property	\$ 91
	Charges for services	\$290,818
	Intergovernmental:	
	Commonwealth of Virginia	\$ 7,090
	Federal Government	\$ 31,802
	Miscellaneous	<u>\$ 17,401</u>
	Total Revenue	\$347,202
Expenditure:		
	Current: Education	\$417,372
	Capital Outlays	0
	Debt Service	0
	VRS early retirement pension liability	0
	Total Expenditures	\$417,372
Deficiency of revenue over expenditures:		(\$ 70,170)
Operating transfers in-general fund		\$ 53,310
Excess (deficiency) of revenue and other financing Sources over expenditures and other financing uses.		(\$ 16,860)
Fund Balances – July 1, 2001		\$ 28,421
Fund Balances – June 30, 2002		\$ 11,561

Appendix H - Worksheet #8

Child Nutrition portion of FY 01 and FY 02 Audit Reports

AC.023-A
9/99VIRGINIA DEPARTMENT OF EDUCATION
SCHOOL NUTRITION PROGRAMS
NATIONAL SCHOOL LUNCH PROGRAM ACCOUNTABILITY REVIEW

Name of School System/Sponsoring Agency Poquoson City
 Name of School/RCCI Poquoson Primary School
 Date of Review 1/18/02 Manager Arlene West
 Principal Jodi King

OBSERVATION:

YES NO

1. Are lunch counts taken at the point of service? / —
2. Do procedures used to record meals at the point of service accurately identify the number of free, reduced price and paid meals to be claimed? / —
3. Does the observed procedure agree with the approved written procedures in the Policy Statement? / —
4. Are adequate procedures in place to prevent the claiming of more than one reimbursable lunch per day per child? / —
5. How many reimbursable lunches were observed? 118
6. How many food items is school/RCCI required to serve? 5
7. Did all of the reimbursable lunches claimed contain all required food items? If no, number of incomplete meals. yes / —

DATA COLLECTION:

8. Total number of reimbursable lunches served on day of review:
Paid 116 Reduced 2 Free 18 Total 136
9. Number of current correctly approved applications on file:
Free 19 Reduced Price 6
10. For each day of the review month, is the number of free lunches claimed allowable as verified by the edit check? / —
11. For each day of the review month, is the number of reduced price lunches claimed allowable as verified by the edit check? / —
12. Are edit checks completed and documented for monthly meal claim (SNP-12)? / —

COMMENTS: (If additional space is needed use back of this form)

<p><i>accountability</i></p> <p><i>2001-2002</i></p>	<p>tions in compliance with accountability requirements? <u>/</u> Yes <u>—</u> No</p> <p>ds and Instructions). If no, indicate number of meals, if any, that are</p> <p>tion Plan to describe the problem and the action to be taken.</p> <p><i>Judy J. Camp</i></p> <p>Signature and Title of Reviewer</p> <p>Central Office Copy</p>
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AC.023-A
9/99VIRGINIA DEPARTMENT OF EDUCATION
SCHOOL NUTRITION PROGRAMS
NATIONAL SCHOOL LUNCH PROGRAM ACCOUNTABILITY REVIEW

Name of School System/Sponsoring Agency Poquoson City
 Name of School/RCCI Poquoson Elementary School
 Date of Review January 8, 2001 Manager Debbie Conway
 Principal Elmer Seward

OBSERVATION:

- | | YES | NO |
|---|-------------------------------------|--------------------------|
| 1. Are lunch counts taken at the point of service? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Do procedures used to record meals at the point of service accurately identify the number of free, reduced price and paid meals to be claimed? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the observed procedure agree with the approved written procedures in the Policy Statement? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Are adequate procedures in place to prevent the claiming of more than one reimbursable lunch per day per child? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. How many reimbursable lunches were observed? <u>247</u> | | |
| 6. How many food items is school/RCCI required to serve? <u>5</u> | | |
| 7. Did all of the reimbursable lunches claimed contain all required food items? If no, number of incomplete meals. <u>yes</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

DATA COLLECTION:

8. Total number of reimbursable lunches served on day of review:
 Paid 39 Reduced 11 Free 25 Total 275
9. Number of current correctly approved applications on file:
 Free 29 Reduced Price 17
10. For each day of the review month, is the number of free lunches claimed allowable as verified by the edit check? ☒ ☐
11. For each day of the review month, is the number of reduced price lunches claimed allowable as verified by the edit check? ☒ ☐
12. Are edit checks completed and documented for monthly meal claim (SNP-12)? ☒ ☐

COMMENTS: (If additional space is needed use back of this form)

COMPLIANCE DETERMINATION

Based on this review, are program operations in compliance with accountability requirements? ☒ Yes ☐ No
 (See Compliance Determination Standards and Instructions). If no, indicate number of meals, if any, that are being disallowed. Use the Corrective Action Plan to describe the problem and the action to be taken.

Judy J. Camp
 Signature and Title of Reviewer
 Central Office Copy

AC.023-A
9/99

**VIRGINIA DEPARTMENT OF EDUCATION
SCHOOL NUTRITION PROGRAMS
NATIONAL SCHOOL LUNCH PROGRAM ACCOUNTABILITY REVIEW**

Name of School System/Sponsoring Agency Roquoson City
 Name of School/RCCI Roquoson Middle School
 Date of Review 1/29/02 Manager Ellen Holloway
 Principal Sandi Faine

OBSERVATION:**YES NO**

1. Are lunch counts taken at the point of service? / —
2. Do procedures used to record meals at the point of service accurately identify the number of free, reduced price and paid meals to be claimed? / —
3. Does the observed procedure agree with the approved written procedures in the Policy Statement? / —
4. Are adequate procedures in place to prevent the claiming of more than one reimbursable lunch per day per child? / —
5. How many reimbursable lunches were observed? 122
6. How many food items is school/RCCI required to serve? 5
7. Did all of the reimbursable lunches claimed contain all required food items? If no, number of incomplete meals. yes / —

DATA COLLECTION:

8. Total number of reimbursable lunches served on day of review:
Paid 146 Reduced 5 Free 13 Total 164
9. Number of current correctly approved applications on file:
Free 16 Reduced Price 4
10. For each day of the review month, is the number of free lunches claimed allowable as verified by the edit check? / —
11. For each day of the review month, is the number of reduced price lunches claimed allowable as verified by the edit check? / —
12. Are edit checks completed and documented for monthly meal claim (SNP-12)? / —

COMMENTS: (If additional space is needed use back of this form)

COMPLIANCE DETERMINATION

Based on this review, are program operations in compliance with accountability requirements? / Yes — No
 (See Compliance Determination Standards and Instructions). If no, indicate number of meals, if any, that are being disallowed. Use the Corrective Action Plan to describe the problem and the action to be taken.

Randy J. Camp
 Signature and Title of Reviewer
 School Copy

AC.023-A
9/99

**VIRGINIA DEPARTMENT OF EDUCATION
SCHOOL NUTRITION PROGRAMS
NATIONAL SCHOOL LUNCH PROGRAM ACCOUNTABILITY REVIEW**

Name of School System/Sponsoring Agency Roquoson City
 Name of School/RCCI Roquoson Middle School
 Date of Review 1/29/02 Manager Ellen Holloway
 Principal Sandi Faine

OBSERVATION:**YES NO**

1. Are lunch counts taken at the point of service? / —
2. Do procedures used to record meals at the point of service accurately identify the number of free, reduced price and paid meals to be claimed? / —
3. Does the observed procedure agree with the approved written procedures in the Policy Statement? / —
4. Are adequate procedures in place to prevent the claiming of more than one reimbursable lunch per day per child? / —
5. How many reimbursable lunches were observed? 122
6. How many food items is school/RCCI required to serve? 5
7. Did all of the reimbursable lunches claimed contain all required food items? If no, number of incomplete meals. yes / —

DATA COLLECTION:

8. Total number of reimbursable lunches served on day of review:
Paid 146 Reduced 5 Free 13 Total 164
9. Number of current correctly approved applications on file:
Free 16 Reduced Price 4
10. For each day of the review month, is the number of free lunches claimed allowable as verified by the edit check? / —
11. For each day of the review month, is the number of reduced price lunches claimed allowable as verified by the edit check? / —
12. Are edit checks completed and documented for monthly meal claim (SNP-12)? / —

COMMENTS: (If additional space is needed use back of this form)

COMPLIANCE DETERMINATION

Based on this review, are program operations in compliance with accountability requirements? / Yes — No
 (See Compliance Determination Standards and Instructions). If no, indicate number of meals, if any, that are being disallowed. Use the Corrective Action Plan to describe the problem and the action to be taken.

Randy J. Camp
 Signature and Title of Reviewer
 School Copy

AC.023-A
9/99

**VIRGINIA DEPARTMENT OF EDUCATION
SCHOOL NUTRITION PROGRAMS
NATIONAL SCHOOL LUNCH PROGRAM ACCOUNTABILITY REVIEW**

Name of School System/Sponsoring Agency Populosoan City
 Name of School/RCCI Populosoan City School
 Date of Review January 18, 2000 Manager Thelma E. Jones
 Principal Don Dock

OBSERVATION:

YES NO

1. Are lunch counts taken at the point of service? ✓ —
2. Do procedures used to record meals at the point of service accurately identify the number of free, reduced price and paid meals to be claimed? — —
3. Does the observed procedure agree with the approved written procedures in the Policy Statement? — —
4. Are adequate procedures in place to prevent the claiming of more than one reimbursable lunch per day per child? — —
5. How many reimbursable lunches were observed? 154
6. How many food items is school/RCCI required to serve? 5
7. Did all of the reimbursable lunches claimed contain all required food items? If no, number of incomplete meals. — —

DATA COLLECTION:

8. Total number of reimbursable lunches served on day of review:
Paid 160 Reduced 4 Free 5 Total 169
9. Number of current correctly approved applications on file:
Free 10 Reduced Price 5
10. For each day of the review month, is the number of free lunches claimed allowable as verified by the edit check? — —
11. For each day of the review month, is the number of reduced price lunches claimed allowable as verified by the edit check? — —
12. Are edit checks completed and documented for monthly meal claim (SNP-12)? — —

COMMENTS: (If additional space is needed use back of this form)

COMPLIANCE DETERMINATION

Based on this review, are program operations in compliance with accountability requirements? ✓ Yes — No
 (See Compliance Determination Standards and Instructions). If no, indicate number of meals, if any, that are being disallowed. Use the Corrective Action Plan to describe the problem and the action to be taken.

Judy L. Camp
 Signature and Title of Reviewer
 Central Office Copy

AC 023-A
9/99

**VIRGINIA DEPARTMENT OF EDUCATION
SCHOOL NUTRITION PROGRAMS
NATIONAL SCHOOL LUNCH PROGRAM ACCOUNTABILITY REVIEW**

Name of School System/Sponsoring Agency Pogueson City Schools
 Name of School/RCCI Pogueson Primary School
 Date of Review Feb 11 03 Manager Arlene West
 Principal Jody King

OBSERVATION:

YES NO

1. Are lunch counts taken at the point of service? ☒ —
2. Do procedures used to record meals at the point of service accurately identify the number of free, reduced price and paid meals to be claimed? ☒ —
3. Does the observed procedure agree with the approved written procedures in the Policy Statement? ☒ —
4. Are adequate procedures in place to prevent the claiming of more than one reimbursable lunch per day per child? ☒ —
5. How many reimbursable lunches were observed? 20
6. How many food items is school/RCCI required to serve? 5
7. Did all of the reimbursable lunches claimed contain all required food items? If no, number of incomplete meals. 5 ☒ —

DATA COLLECTION:

8. Total number of reimbursable lunches served on day of review:
Paid 159 Reduced 5 Free 13 Total 177
9. Number of current correctly approved applications on file:
Free 14 Reduced Price 5
10. For each day of the review month, is the number of free lunches claimed allowable as verified by the edit check? ☒ —
11. For each day of the review month, is the number of reduced price lunches claimed allowable as verified by the edit check? ☒ —
12. Are edit checks completed and documented for monthly meal claim (SNP-12)? ☒ —

COMMENTS: (If additional space is needed use back of this form)

Please keep attendance sheets for Sunday
as as to give the last proper number?

2002-2003

rations in compliance with accountability requirements? ☐ Yes ☐ No
 (ards and Instructions). If no, indicate number of meals, if any, that are
 Action Plan to describe the problem and the action to be taken.

Bonnette Evans
 Signature and Title of Reviewer
 School Copy

AC-023-A
9/99

VIRGINIA DEPARTMENT OF EDUCATION
SCHOOL NUTRITION PROGRAMS
NATIONAL SCHOOL LUNCH PROGRAM ACCOUNTABILITY REVIEW

Name of School System/Sponsoring Agency Poquoson City Schools
 Name of School/RCCI Poquoson Elementary School
 Date of Review Feb 12, 03 Manager Cindy Ford
 Principal Elmer Seaward

OBSERVATION:

YES NO

1. Are lunch counts taken at the point of service? ☒ —
2. Do procedures used to record meals at the point of service accurately identify the number of free, reduced price and paid meals to be claimed? ☒ —
3. Does the observed procedure agree with the approved written procedures in the Policy Statement? ☒ —
4. Are adequate procedures in place to prevent the claiming of more than one reimbursable lunch per day per child? ☒ —
5. How many reimbursable lunches were observed? 40
6. How many food items is school/RCCI required to serve? 5
7. Did all of the reimbursable lunches claimed contain all required food items? If no, number of incomplete meals. ☒ —

DATA COLLECTION:

8. Total number of reimbursable lunches served on day of review:
Paid 248 Reduced 8 Free 34 Total 290
9. Number of current correctly approved applications on file:
Free 38 Reduced Price 16
10. For each day of the review month, is the number of free lunches claimed allowable as verified by the edit check? ☒ —
11. For each day of the review month, is the number of reduced price lunches claimed allowable as verified by the edit check? ☒ —
12. Are edit checks completed and documented for monthly meal claim (SNP-12)? ☒ —

COMMENTS: (If additional space is needed use back of this form)

Cindy Ford knows if she comes close to his
currently approved she needs an attendance sheet

COMPLIANCE DETERMINATION

Based on this review, are program operations in compliance with accountability requirements? ☐ Yes ☐ No
 (See Compliance Determination Standards and Instructions). If no, indicate number of meals, if any, that are being disallowed. Use the Corrective Action Plan to describe the problem and the action to be taken.

Paula E. Evans
 Signature and Title of Reviewer
 School Copy

AC.023-A
9/99

**VIRGINIA DEPARTMENT OF EDUCATION
SCHOOL NUTRITION PROGRAMS
NATIONAL SCHOOL LUNCH PROGRAM ACCOUNTABILITY REVIEW**

Name of School System/Sponsoring Agency Pogueson City Schools
 Name of School/RCCI Pogueson Middle School
 Date of Review 2-20-03 Manager Ellen Holloway
 Principal Sandy Fain

OBSERVATION:

YES NO

- | | | |
|---|-------------------------------------|--------------------------|
| 1. Are lunch counts taken at the point of service? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Do procedures used to record meals at the point of service accurately identify the number of free, reduced price and paid meals to be claimed? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Does the observed procedure agree with the approved written procedures in the Policy Statement? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Are adequate procedures in place to prevent the claiming of more than one reimbursable lunch per day per child? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. How many reimbursable lunches were observed? <u>25</u> | | |
| 6. How many food items is school/RCCI required to serve? <u>5</u> | | |
| 7. Did all of the reimbursable lunches claimed contain all required food items? If no, number of incomplete meals. _____ | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

DATA COLLECTION:

- | | | |
|--|-------------------------------------|--------------------------|
| 8. Total number of reimbursable lunches served on day of review:
Paid <u>107</u> Reduced <u>4</u> Free <u>10</u> Total <u>123</u> | | |
| 9. Number of current correctly approved applications on file:
Free <u>18</u> Reduced Price <u>10</u> | | |
| 10. For each day of the review month, is the number of free lunches claimed allowable as verified by the edit check? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11. For each day of the review month, is the number of reduced price lunches claimed allowable as verified by the edit check? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12. Are edit checks completed and documented for monthly meal claim (SNP-12)? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

COMMENTS: (If additional space is needed use back of this form)

Ellen knows to have attendance sheet if her
total is close to her approved applications

COMPLIANCE DETERMINATION

Based on this review, are program operations in compliance with accountability requirements? ☐ Yes ☐ No
 (See Compliance Determination Standards and Instructions). If no, indicate number of meals, if any, that are being disallowed. Use the Corrective Action Plan to describe the problem and the action to be taken.

Janette E. Evans
 Signature and Title of Reviewer
 School Copy

Appendix H - Worksheet #9
A la Carte Menu Prices
2002/2003

LUNCH PRICES:

Primary & Elementary School	\$ 1.25
Middle & High School	\$ 1.50
PMS & PHS Value Meal	\$ 2.25
All Adults	\$ 2.25
All Reduced	\$.40

ALA CARTE PRICES:

Milk	\$.45
Ice cream	\$.50
Specialty ice cream	\$ 1.25
Yogurt	\$.90
Bottled & Canned Drinks	\$.90
Slushies (10 oz.)	\$.85
Doughnuts	\$.85
Cookies – school baked	\$.40
Little Debbie's	\$.50
Soft Pretzels	\$ 1.00
Funnel Cakes	\$ 1.00
Specialty pastry	\$.60
Pudding	\$.60
Bagged snacks	\$.50
Nacho's	\$ 1.60 (extra cheese - \$.75)
Nacho Chips only	\$ 1.00
Salsa	\$.40
Pickles, large	\$.60
Pizza	\$ 1.50
Sandwich	\$ 1.50
Tossed salad – large	\$ 1.75
Tossed salad – small	\$ 1.25
Soup	\$ 1.25
Soup & small salad	\$ 2.25
Rolls (each)	\$.40
Bread sticks w/sauce	\$ 1.50
Bagel	\$ 1.00
Fresh Fruit	\$.40
Fruit Cup	\$.40
Vegetable Cup	\$.40

Appendix H - Worksheet #10

Current monthly breakfast and lunch menu by school level:
 No breakfast served.

Appendix H - Worksheet #11

Sample supply item pricing showing purchasing program

**Hampton City Schools Administrative Center**ONE FRANKLIN STREET
Hampton, Virginia 23669-3570Mrs. Carol R. Clark, M.S., R.D.
Director of Food & Nutrition Services

April 24, 2003

Issuing Agency: FOOD AND NUTRITION SERVICES

HAMPTON CITY SCHOOLS

1 Franklin Street - 3rd Floor
HAMPTON, VIRGINIA 23669**Prime Vendor Bid Extension****Prime Vendor Contract**

The Hampton City Schools is accepting price quotes from Sysco Hampton Roads to supply produce, canned and dry goods, frozen and refrigerated foods, paper goods, chemicals and supplies to the schools within the district (34), York County School District (17), and Poquoson School District (4). Quantities for all locations have been included in the estimated quantities of this bid extension. The listing and locations and the contact at each location is Attachment B to this invitation for bid. Deliveries shall be made on a weekly basis to the individual locations.

Issue Date: April 24, 2003

Title: Prime Vendor Contract Bid Extension

Period Of Contract: July 1, 2003 through June 30, 2004 with the option to renew for one (1) successive year as indicated in the Section 2, herein.

Sealed Bids will be received until June 24, 2003 at 12:00 Noon for furnishing the items described herein. Facsimile price quotes will not be accepted.

"The First Choice"

www.sbo.hampton.k12.va.us

Items on this Bid include quantities for the York County and Poquoson City School Districts. Questions related to the food service operation at the York County and Poquoson School District should be directed to:

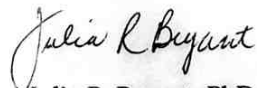
Mrs. Paulette Evans
Food Service Supervisor
Poquoson City Public Schools
51 Odd Road
Poquoson, VA 23662
(757) 868-3151

Mrs. Estelle Campbell
Manager of Food Services
York County School Division
504 Cook Road
Yorktown, VA 23690
(757) 898-0485

Enclosed are General Instructions to bidders and specification, which you are strongly encouraged to be fully aware of when submitting a proposal. The enclosed Bid Form must be used in submitting a proposal. The General Instruction to Bidders, Special Instructions, and/or Specifications are to be returned only if you wish to take exception to anything contained therein. You should retain these documents (or copies) for information in the event you are a successful bidder.

If there are any questions concerning the enclosed information, please contact me at (757) 727-2358 or 727-2350.

Sincerely,



Julia R. Bryant, PhD, RD
Assistant Director,
Food and Nutrition Services

JRB/las
4/24/03

Enclosures

M A R V A M A I D D A I R Y

DATE 02/25/03
AS OF: 03/01/03CUSTOMER PRICE LIST
CUSTOMER: 998681

ROUTE: 999 PAGE: 1

BASE: 9320 OVERRIDE:

POQUOSON FOOD SERVICE

51 ODD ROAD
POQUOSON VA 23662MARVA MAID DAIRY
757 2453857
5500 CHESTNUT AVE
NEWPORT NEWS VA 23605

NUMBER	DESCRIPTION	PRICE	NUMBER	DESCRIPTION	PRI
14	MM HVD ECO HP	.18030			
26	SLNDO 2% PAP ECHP	.17030			
83	MM LF CHOC ECO HP	.16430			
317	MM LF COT CH 5 LB	5.23000			
402	MM BLUEBERRY YOG8 OZ	.45600	403	MM STRAWBRY YOG8 OZ	.4560
404	MM RASPBERRY YOG8 OZ	.45600	405	MM CHERRY YOG 8 OZ	.4560
406	MM PEACH YOG 8 OZ	.45600	407	R&C PLAIN YOG 8 OZ	.4560
408	MM STRW/BAN YOG8 OZ	.45600			
211	J P ORANGE 8 OZ	.18100	212	J P GRAPE 8 OZ	.1810
213	J P PUNCH 8 OZ	.18100			
9010	CASES IN CASE	.00001	9020	CASES OUT CASE	.0000
616	MM LF STRAW PAPHP	.17340			

THE WALSH CORPORATION
 Phone: 757-539 3261
 Fax: 757-925-4478

JOHNSON PUBLIC SCHOOLS
 SCHOOL YEAR 2002-2003

REV: 01/9

SCHOOL _____

MANAGER _____

DATE _____

DELIVERY _____

ITEM	QTY	ITEM DESCRIPTION	PACK	PRICE	ITEM	QTY	ITEM DESCRIPTION	PACK	PRICE
751028		NACHO TRAY CIB 8062	500	27.83	431121		VINYL GLOVES MEDIUM	10/100	21.97
582046		BREAD BAG TYCO B554	1000	14.18	533835		DESERT INSERT R4296	2500	19.19
590000		SUNRISE HOUSEHOLD PAPER TOWEL	15	10.00	535505		12L DART LID FOR 12112 CUP	1000	8.64
582043		BUN RACK BAG BDR 5280	50	13.38	520105		6L DART LID FOR 4L6 CUP	1000	6.64
582005		A35 FOOD STORAGE BAG	200	13.58	569060		PL1 SOLO LID FOR P100	5000	28.47
473018		HR404812N TRASH LINER 45G	250	13.68	569085		PL2 SOLO LID FOR B200	2500	24.00
582028		2K650 SANDWICH BAG	2000	13.35	569110		PL4 SOLO LID FOR P400	2500	26.35
582010		WAX PAPER BAG FISHER 508	6/1000	45.71	529916		63100 MEAL KIT (N.SPK.ST)	1000	14.19
551000		PAN LINER TINICUM R49	1000	22.02	529924		64128 MEAL KIT (F.S.ST.N)	1000	22.93
507118		12 OZ BOWL FOAM	1000	11.68	547130		NAPKINS DISPENSER LO-FOLD	8000	21.79
535100		4L6 4 OZ SQUAT FOOD CONTAINER	1000	11.49	531219		WAXED DELI SHEET 12X10.75	12500	34.76
535120		12SJ20 12OZ FOOD CONTAINER	500	12.85	555005		6" FOAM PLATE	1000	11.10
519134		12L12 12OZ DRINKING CUP	1000	11.00	555214		9" 3 CMPT FOAM PLATE	500	11.10
569074		B200 SOLO SQUFFLE CUPS 2 OZ	2500	19.33	447700		ALAX LIQUID 9/24 5OZ	9	20.45
569050		P100 SOLO SQUFFLE CUP 1 OZ	5000	29.45	529076		SPOON PLASTIC MEDIUM WT	1000	5.06
526421		Y14U SOLO 14OZ BEVERAGE CUP	1000	16.85	529086		SOUP SPOON PLASTIC MEDIUM WT	1000	5.06
522130		12OPR SOLO 12OZ PAPER CUP	2500	69.04	565200		JUMBO WRAPPED STRAW 7.75"	24500	26.02
569105		P400 SOLO SQUFFLE CUP 4OZ	2500	26.91	565500		STRAW MILK 5.75 IND WRAP	24500	20.86
526443		TD24 24OZ CLEAR SOLO CUP	600	62.21	574490		TAB. ECL. OTH PAPER 40X3000"	1	7.73
508003		SD12 SOLO DONE LID	1000	56.7	561110		CHIDOREE 3250 KITCHEN TOWEL	150	37.02
508001		T55 5OZ BOWL	1000	56.73	597060		35300 FONDA FOOD TRAY 3LB	2/250	11.06
523215		662TP FLAT LID	1000	33.73	597050		35200 FONDA FOOD TRAY 2LB	1000	14.40
519114		8L8 8 OZ FOAM CUP	1000	10.95	598110		6X6 CLEAR HINGE TRAY	500	30.63
533099		W25 FOIL WRAP 24X1000 HD	1	50.73	598160		9X9 3 CMPT CLEAR HINGE TRAY	250	30.63
529066		FORKS PLASTIC MEDIUM WT	1000	5.63	598310		6 CMPT FOAM LUNCH TRAY	500	17.42
529066		KNIVES PLASTIC MEDIUM WT	1000	5.63	533735		FILM WRAP VINYL 916 24X2000	1	14.36
431100		LATEX GLOVES MEDIUM	10/100	21.8	584725		FW 5000 UNSTERILE 50X11781	1	27.71
431201		POLY GLOVES MEDIUM	10/100						

Appendix H - Tab H1

Poquoson City School Food Service Policies, Objectives and Procedures Manual

POLICIES

1. All employees must have a current health card, which is obtained through the local health department.
2. All employees must provide a \$20.00 money order so a Virginia State Police check can be obtained.
3. All employees must have a TB skin test.
4. Any new employee will remain on probation for three (3) months.
5. Employees must be ready to begin work promptly at their designated starting time and must not leave their work area before quitting time. The arrival to work ten (10) minutes early allows adequate time to put on aprons and hairnets and properly washes hands.
6. Employees will be docked if late for work.
7. Employees will have 30 minutes away from the job (without pay) to include lunch and a break.
8. All employees will wear clean, regulation uniforms, non-skid, comfortable white leather shoes (no sandals) and hairnets. All jewelry (other than wedding band), nail polish and artificial nails are not permitted. The wearing of hairnets will be enforced. Male employees will wear approved hair coverings.
9. Daily schedules are posted as a guide for each employee. When an employee has finished their assigned job, they will do whatever job the manager assigns. Refusal to cooperate can lead to a corrective interview or termination.
10. When an employee is absent she must notify the manager by noon the day before she returns to work. Failure to do so will cause her to be sent home since the manager will already have a substitute.

OBJECTIVES

1. To serve nutritionally sound meals at an affordable full price, or at a reduced price, or free to qualified families.
2. To maintain high standards of quality food production and services.
3. To maintain high standards of sanitation.
4. To follow the "U.S. Dietary Guidelines of Americans".
5. To provide a clean and pleasant atmosphere for meal service and consumption.
6. To enhance public image of school food service.
7. To be pleasant and cooperative with students, faculty and community.
8. To use all time and talents wisely.
9. To grow professionally through continuing education and food service organizations.

PROCEDURES

The following sections outline Department Procedures for kitchen sanitation, safety, fire prevention and emergency action. Each employee should know these procedures and follow them closely.

KITCHEN SANITATION:

1. Each employee is responsible for cleaning own assigned work areas and own spills and spatters.
2. Use clean cloths and mops; store outline food preparation area.
3. Know proper dishwashing and rinsing temperatures. 150 degrees for wash; 180 degrees for rinse.
4. Handle all clean serving utensils and silverware by handles and plates by edges only.

5. Handle all clean dishes with clean hands.
6. Make maximum use of tongs or plastic gloves when handling or serving food.
7. Anything dropped on the floor is “dirty” and is not to be used.
8. All equipment must be disassembled and thoroughly cleaned after each use, according to instructions of manager.
9. There will be no eating or nibbling during food preparation or service.
10. Manager will specify time and place for employee’s meals. As a general rule, proper place for employee dining is outside food preparation area.
11. Kitchen floors will be swept and mopped daily by kitchen personnel.

SAFETY:

1. The majority of accidents are caused by carelessness. Concentrate on the job at hand.
2. Be sure that you thoroughly understand correct usage of any equipment in the kitchen before attempting to operate. The manager or authorized person will explain the operation to you. Ask for directions/demonstration if necessary.
3. Follow directions for use of cleaning supplies.
4. Ask for assistance when lifting heavy objects; make maximum use of mobile equipment; carts should be pushed, not pulled. Remember, work smarter, not harder.
5. When food, liquid, or grease is spilled, clean floor immediately.
6. Walk; don’t run, regardless of urgency.
7. Special care should be taken when using and cleaning knives; store only in place provided for them. Never drop a knife into a sink full of water. Wash it immediately.
8. Be extremely careful of the plastic wrap and aluminum foil cutting edges.
9. Report all hazards to manager immediately.
10. Do not mix any chemicals (example; bleach and ammonia). Use cleaners in well-ventilated areas.

FIRE PREVENTION:

1. Care should be taken when working over open flame, especially with regard to uniforms, aprons, towels, potholders and other combustible materials.
2. If odor of gas is detected, open windows and doors, then check for source of gas leak. Under no circumstances strike a match.
3. Do not try re-lighting a pilot light. The manager will call and have the maintenance department do it.
4. Should fire regulations apply to all kitchen personnel, and they should participate in school fire, and civil defense drills.

FIRE DRILL:

1. Shut doors.
2. On a real fire, turn off all power at the panel box before leaving the kitchen.
3. On a real fire, shut off all power to cooking units.
4. Turn off all lights.
5. Leave by the closest exit.

FIRE EMERGENCY ACTION:

1. Notify school office to alert the fire department
2. Evacuate all children in immediate area of fire.
3. Should fire occur in electrical equipment, (motors, wires, etc.) turn off all power at the panel box.
4. Know location and operation of fire extinguisher.
5. If fire is small and can be contained, try to fight it. If not, evacuate building.

ACCIDENT REPORTING PROCEDURE:

1. In the event of an accident on school premises, no matter how minor, report details to your manager and the school nurse immediately.
2. For your own protection, a written accident report must be completed within 24 hours.
3. The school nurse will report all accidents to the Executive Director of Business and Finance for Workers' Compensation coverage.

Appendix H - Tab H2
Poquoson City Public Schools
2003-2004 School Calendar
Adopted by School Board April 15, 2003

Wed	Aug 13	New Teachers Report
Wed-Fri	Aug 20-22	All Teachers Report
Mon-Thurs	Aug 25-28	Teacher Work Days
Mon	Sept 1	Labor Day Holiday (<i>Schools Closed</i>)
Tues	Sept 2	Students Report
Fri	Oct 10	.5 Student Day - .5 Teacher Work Day (Homecoming)
Fri	Oct 24	Parent-Teacher Conference Day
Thurs	Oct 30	End of First Grading Period
Fri	Oct 31	.5 Student Day - .5 Teacher Work Day
Wed	Nov 26	.5 Student Day (<i>Schools Close for Holidays</i>)
Thurs, Fri	Nov 27, 28	Thanksgiving Holidays
Fri	Dec 19	.5 Student Day (<i>Schools Close for Winter Break</i>)
Mon	Jan 5	Students Return
Mon	Jan 19	King Holiday (<i>Schools Closed</i>)
Tues, Wed, Thurs	Jan 20, 21, 22	High School Exams
Thurs	Jan 22	.5 Student Day - .5 Teacher Work Day
		End of First Semester (<i>90 Days</i>)
Fri	Jan 23	Teacher Work Day
Mon	Jan 26	Beginning of Second Semester
Mon	Feb 16	Presidents Day Holiday (<i>Schools Closed</i>)
Fri.	Mar 19	.5 Student Day - .5 Teacher Work Day
		End of Third Grading Period
Mon-Fri	Apr 12-16	Spring Vacation (<i>Schools Closed</i>)
Mon	May 31	Memorial Day Holiday (<i>Schools Closed</i>)
Tues, Wed, Thurs	June 8, 9, 10	High School Exams
Wed, Thurs	June 9, 10	.5 Student Day – <i>PPS, PES, & PMS</i>
Fri	June 11	Teacher Work Day – <i>All Schools (91 Days)</i>
Sat	June 12	Graduation

<u>Student Days</u>		<u>Teacher Days</u>	<u>Teacher Workdays</u>
Aug	0	7	7
Sept	21	21	0
Oct	22	23	1
Nov	18	18	0
Dec	15	15	0
Jan	18	19	1
Feb	19	19	0
Mar	23	23	0
Apr	17	17	0
May	20	20	0
Jun	<u>8</u>	<u>9</u>	1

Total 181 Days 191 Days 10 Days

***Interim Reports**

October 1
December 3
February 25
May 5

Report Cards

November 7
January 30
March 26
June 18

April 18, 2003

Appendix H - Tab H3

Poquoson City School Division Catering and Services Price Schedule

Full Breakfast: \$5.00 per person

Fruit juice, fresh fruit, pancakes, egg casserole, sweet buns, sausage, coffee and/or tea

Continental Breakfast: \$4.00 per person

Fruit juice, bagel, pastry, fresh fruit, coffee and bottled water

Snacks: \$1.35 per person

Cookies, ice cream, lemonade, ice tea, bottled water

RFP 1343 ATTACHMENT #1Financial Proposal / Projected Operating Statement

_____ School Division Food Service Operation School Year 20__-0__

The undersigned Offeror agrees to operate _____ School Division school food program according to the terms of this RFP for the 200_-0_ school year.

This proposal is subject to all terms, conditions and specifications to be agreed upon in the SCHOOL FOOD PROGRAM MANAGEMENT SERVICES CONTRACT (hereinafter "contract") negotiated subsequent to the RFP.

MANAGEMENT FEE: \$ _____
GENERAL ADMINISTRATIVE CHARGE: \$ _____
PROJECTED PROGRAM PROFIT/(LOSS): \$ _____

PROJECTED TOTAL NUMBER OF MEALS SERVED IN FIRST YEAR _____

In consideration for the award of the contract, we, the undersigned Offeror, guarantee that _____ School Division's Food Service Program revenue will exceed its expenses including, but not limited to, the payment of all direct costs, general administrative charges and management fees by not less than the following amount:
\$ _____

The Board will also be entitled to any revenue in excess of the guaranteed amount.

This guarantee includes the contingency that up to three school days may be cancelled as a result of severe weather or for other reasons beyond the control of the Board.

It is understood and agreed that if the guaranteed revenue is not achieved, Offeror agrees to reduce its Management Fee and Administrative Charges, if necessary, to produce the revenue guaranteed to the Board.

We, the undersigned Offeror, propose to provide banquet meals and other catering services on request for _____ the meal charges listed below.

Banquet Fees:
Breakfast \$ _____; Lunch \$ _____; Dinner \$ _____.
A description of each meal shall be attached to the proposal.

Catering Service menu with per capita price list shall be attached to the proposal.

COMPANY NAME: _____
COMPANY ADDRESS: _____
SIGNATURE: _____
DATE: _____ TELEPHONE: _____ FAX#: _____

RFP 1343 ATTACHMENT #1 Page 2

York/Poquoson County Schools
2003-2004 Food Service
PROJECTED OPERATING STATEMENT

FSMC:**PROJECTED REVENUE**

			Cash <u>Rate</u>	Anticipated <u>Cash</u>
<u>Cafeteria Sales (Lunch)</u>				
Full Priced Lunches	_____	Elementary Schools	\$1.60 =	_____
	_____	Middle Schools	\$1.70 =	_____
	_____	High School	\$1.70 =	_____
Reduced Price Lunches	_____	District-wide	\$0.40 =	_____
Student A la Carte	_____	District-wide		_____
Adult Lunches	_____	District-wide	\$2.35 =	_____
Catering				_____
Vending				_____
Rebates/Interest				_____
Other Revenue				_____
<u>Cafeteria Sales (Breakfast)</u>				
Full Priced Breakfast Elementary	_____	District-wide	\$0.80 =	_____
Full Priced Breakfast Secondary	_____	District-wide	\$1.15 =	_____
Reduced Priced Breakfasts	_____	District-wide	\$0.30 =	_____
Other		District-wide	=	_____

Subtotal Cash Sales: _____

			Reimbursement <u>Rate</u>	Anticipated <u>Reimbursement</u>
<u>Anticipated Federal Reimbursement (Lunch)</u>				
Full Priced Lunches	_____	District-wide	\$0.2100 =	_____
Reduced Price Lunches	_____	District-wide	\$1.7900 =	_____
Free Lunches	_____	District-wide	\$2.1900 =	_____

Anticipated Federal Reimbursement (Breakfast)

Full Priced Breakfasts	_____	District-wide	\$0.2200 =	_____
Reduced Priced Breakfasts	_____	District-wide	\$0.9000 =	_____
Free Breakfasts	_____	District-wide	\$1.2000 =	_____

Anticipated State Reimbursement**Subtotal Reimbursement:** _____

TOTAL REVENUE: **\$0**
=====

RFP 1343 ATTACHMENT #1 Page 3

York/Poquoson County Schools
Projected Operating Statement (cont.)

PROJECTED EXPENSESFood:

Student Lunches	_____	Meals @	_____ =	_____
Adult Lunches	_____	Meals @	_____ =	_____
Employee Lunches	_____	Meals @	_____ =	_____
Student Breakfasts	_____	Meals @	_____ =	_____
Adult Breakfasts	_____	Meals @	_____ =	_____
Employee Breakfasts	_____	Meals @	_____ =	_____
District-wide A la Carte				_____
Other Revenue				_____
U.S.D.A Processing Charges				_____
Commodity Value \$.155 per type A lunch _____		@	_____ =	_____

Total Food Cost:

=====

Labor:ESMC'S Hourly Wages

General Food Service Worker _____
Supervisors _____

Total FSMC'S Hourly Wages: _____ESMC'S Hourly Benefits and Taxes

F.I.C.A. _____
Retirement _____
Unemployment Compensation _____
Workers Comp & Gen. Liab. _____
Health & Life Insurance _____
Life Insurance and Disability _____
Holidays _____
Sick Days _____
Other: Personal Days _____

Total FSMC'S Hourly Benefits & Taxes: _____District Wages

Food Service Workers _____
Supervision _____
Clerical _____
Substitutes _____
Supplements _____

District Benefits and Taxes

F.I.C.A. _____
Retirement _____
Health _____
Retiree Health _____
TSA _____
Sick Leave Pay _____

Total District Hourly Wages, Benefits & Taxes: _____ESMC'S Salaried

Management Salaries _____
Bookkeeper/Secretarial _____
Taxes/Benefits _____

Total FSMC Salaried Wages, Benefits & Taxes: _____**Labor Savings from Attrition Factor:** **Total Payroll and Benefits:** _____

RFP 1343 ATTACHMENT #1 Page 4

York/Poquoson County Schools
Projected Operating Statement (cont.)

Other Expenses

Cleaning Supplies	_____
Paper Supplies	_____
Linen, Laundry & Uniforms	_____
Aprons	_____
Small Equipment Expense	_____
Maintenance & Repair	_____
Taxes & Licenses	_____
Vehicle Costs	_____
Telephone	_____
Training Expense	_____
Printing Expense	_____
Truck Rental	_____
Postage	_____
Office Supplies	_____
Purchased Services	_____
Computer Maintenance/Support	_____
Promotions	_____
General Liability Insurance	_____
Other Cost	_____
<u>Depreciation</u>	_____
<u>Start-up Cost</u>	_____
<u>Travel</u>	_____

Other Costs: _____

	Total Meals & Meal Equivalents	X	CPM (Cents-per-meal)	=	
<u>Administrative Expense</u>	_____	OR	_____		_____
Flat Monthly Fee @ _____	for 10 months			=	_____
	Total Meals & Meal Equivalents	X	CPM (Cents-per-meal)	=	
<u>Management Fee</u>	_____	OR	_____		_____
Flat Monthly Administrative Expense @ _____	for 10 months			=	_____

Meal Equivalent Rate: \$2.4000

TOTAL EXPENSES: _____

PROFIT/LOSS (SUBSIDY): _____

RFP 1343 ATTACHMENT #2**ANTI-COLLUSION STATEMENT:**

In the preparation and submission of this proposal on behalf of _____(name of Offeror), we did not either directly or indirectly enter into any combination or arrangement with any person, firm or corporation, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraint of free competition in violation of the Sherman Anti-Trust Act, 15 USCS Sections 1 et seq., or the Conspiracy to Rig Bids to Government Statutes, Virginia Code Sections 59.1-69.6 through 59.1-69.9. The undersigned Offeror hereby certifies that this agreement, or any claims resulting therefrom, is not the result of, or affected by, any act of collusion with, or any act of, another person or persons, firm or corporation engaged in the same line of business or commerce; and, that no person acting for, or employed by, THE SCHOOL DIVISION has an interest in, or is concerned with, this proposal; and, that no person or persons, firm or corporation, other than the undersigned, have or are interested in this bid.

"...or otherwise take any action in the restraint of free competition in violation of the Sherman Antitrust Act, 15 USCS Sections 1 et seq.; the Virginia Antitrust Act, Virginia Code Sections 59.1-9.1 through 59.1-9.19; or the Conspiracy to Rig Bids to Government Statutes, Virginia Code Sections 59.1-69.6 through 59.1-69.9."

BY: _____(SIGNATURE)

COMPANY

BUSINESS ADDRESS

DATE

RFP 1343 ATTACHMENT #3

DEBARMENT STATEMENT:

I certify that the applicant firm is not currently debarred or otherwise declared ineligible by any public agency from bidding for furnishing materials, supplies or services. I further certify that no principal, officer or director of the applicant firm has been employed by or associated with any firm which is currently debarred or otherwise declared ineligible by any public agency from bidding for furnishing materials, supplies or services.

I certify that the applicant firm has never been debarred, or otherwise declared ineligible by any public agency from bidding or furnishing materials, supplies or services. I further certify that no principal, officer or director of the applicant firm has ever been employed by or associated with any firm which has ever been debarred or otherwise declared ineligible by any public agency from bidding for furnishing materials, supplies or services.

BY: _____(SIGNATURE)

COMPANY

BUSINESS ADDRESS

DATE